



## ARTS AND CULTURAL AFFAIRS COMMISSION MINUTES

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**DATE:** Tuesday, April 23, 2019

**TIME:** 3:30 p.m.

**LOCATION:** Carnegie-Stout Public Library, Lacy Boardroom – 360 W. 11th Street

### Regular Meeting

Commissioners Present: Mary Armstrong, Ali Levasseur, Paula Neuhaus, Sue Riedel, Gina Siegert, David Schmitz (3:50 p.m.)

Commissioners Excused: Tyler Daugherty

Staff Present: Jill Connors, Eileen Ricchio

The meeting was called to order by Levasseur at 3:32 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

#### 1. Minutes of March 22, 2019

Minutes were reviewed and read aloud for the group. Motion by Armstrong, second by Siegert, to approve. Motion carries unanimously.

#### 2. Art on the River

Pamela White is now under contract to provide consultant services related to AOTR. Submissions are due May 13, 2019. White will review the submissions, selecting 10 sculptures and 3 alternates. White will then meet with staff from Public Works and Engineering to ensure there are no logistical issues with the chosen pieces. White will use any feedback from that meeting to potentially revise the recommendation, which will be brought to the Arts Commission for their approval at the May 28<sup>th</sup> meeting. The commission will then make a recommendation to City Council for the slate of sculptures to be included in the 2019-2020 exhibit. White will also attend the opening of the exhibit and plans to bring some of her Masters students along for the experience.

AOTR committee and City staff will meet with representatives of Port businesses and Travel Dubuque to review the possibility of combined marketing for Taste of Dubuque (Aug 1), Art on the River (Aug 2), and the Lighted Boat Parade (Aug 3).

### **3. Hiring Timeline**

The job posting generated 86 applicants. Phone interviews have been scheduled for this Friday, April 26<sup>th</sup>. 9 candidates are being interviewed. Staff hope to reduce the number to less than 5 for in-person interviews. The goal is to have an offer to a candidate before Memorial Day and hopefully have the new hire on board by mid-June.

### **4. Operating and Special Project Grants**

A committee of commissioners and City staff will do a preliminary review of the applications and funding schemes in order to bring a recommendation to the board at a special meeting on June 4<sup>th</sup>, with no changes during the commission meeting.

Schmitz enter 3:50 p.m.

### **5. Arts Master Plan Update (working groups, general progress)**

Working groups:

Branding and Communication: communications platform ready to roll out, waiting for new staff person to review the information. Taylor Cummings will report at the Task Force meeting this Thursday. Next several meetings of this working group will be working and brainstorming to develop goals.

Capacity and Investments: Geri Shafer convened the group to talk about investment in the arts.

Public Art & Infrastructure: meets at Museum, has seen slow progress, as the group is benchmarking their findings/work against other cities in between meetings.

Accessibility, Engagement and Inclusion: confirmed that they'll create a subcommittee to go through policy change information.

Connors reported there was a City staff meeting this morning about all arts offerings from the City. Multiple departments will begin meeting quarterly to identify ways to collaborate and measure what arts/culture efforts are being brought to residents.

### **6. Current Events Reporting from Commissioners**

JDIFF is this week. Festival has expanded to 5 days! Schedule can be found on website and phone app.

Hotel Julien is serving as box office and there's an info table at Five Flags. A "Meet and Mingle" event is being held at Five Flags tomorrow night. Attendees will have the opportunity to meet filmmakers. Thursday is free admission all day. Movie venues are downtown and at Phoenix theater on the west end.

Review of Task Force role. Working groups are "on the ground" doing the research and development of ideas to implement recommendations of the Master Plan. The Task Force is meant to be "non-arts" people and meant to act as a filter for the ideas brought by the working groups. The purpose is to provide feedback before ideas go to council, so that ideas have been vetted. They can be "champions" when bringing recommendations to council.

Discussion of how to bring recommendations to City Council. Staff arranges attendance at a council meeting or work session; the commission chair would act as support, and the Task Force would make the presentation.

Desire of commissioners to present to City Council quarterly. Consensus to give the new hire time to get acclimated and to present to Council in October, as this is Arts & Humanities month. Would want the Task Force to present the workings from the past year – the history of how the groups have got to where they are today. Agreement that it is best to schedule a work session with the Council before approaching them with a recommendation, to give them plenty of background information and provide a chance for them to give feedback before a recommendation would be brought at a regular meeting.

Meeting adjourned 4:20 p.m.

**Next meeting:** Tuesday, May 28, 2019

Respectfully submitted:  
Jill Connors  
Economic Development Director

These minutes were passed and approved on \_\_\_\_\_, 2019.

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David Schmitz, Chair