



## ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION MINUTES

**Tuesday, November 18, 2025**

**Multicultural Family Center, 1157 Central Ave, Dubuque, IA 52001**

### Regular Meeting

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**Commissioners Present:** David BARBA; Gail CHAVENELLE; Shirley DAVIS-ORWOLL; Doug DONALD; Nick HALDER (chair)

**Commissioners Absent:** Jessica OCHOA

**Staff Present:** Bonnie SPURLING (Arts & Cultural Affairs Manager)

**Public Present:** None

#### 1. **Call to Order / Assurance of Iowa Open Meeting Compliance**

HALDER called the meeting to order following staff assurance of Iowa Open Meeting compliance at 3:36 PM.

#### 2. **Roll Call**

Roll call was skipped due to no public being present at the start of the meeting.

#### 3. **Review and Approve Minutes from October 28, 2025.**

BARBA motions to accept minutes, DAVIS-ORWOLL seconds. No further discussion. Vote 2 in favor (BARBA; CHAVENELLE; DAVIS-ORWOLL; HALDER), 1 abstain (DONALD)

#### 4. **Status Reports from Staff for Review and Acceptance**

SPURLING reported that the proposed Commission ordinance changes have been approved by the City's legal department. The ordinance will now go to the City Manager for approval.

The next Creative's Café took place on November 13 at The Lift. 23 people were in attendance.

SPURLING provided an update about the open seat on the Commission. The City Clerk's Office is currently seeking applications to fill the open seat. The City Clerk also informed staff that there will be new training for new Commissioners and Committee members pursuant to a new state law going into effect July 1, 2025.

**5. Updates from Master Plan Working Groups**

Nothing new to report currently.

**6. Old Business**

Nothing new to report currently.

**7. New Business**

a. FY27 Grants Modifications

The Grants Committee shared proposed updates made to the guidelines, application, and rubric for the FY27 Capacity Building and Operational Support Grant programs. ***Please see attachment for proposed updates.*** Discussion followed between Commissioners.

DONALD motions to approve the updates to the FY27 Capacity Building and Operational Support Grant programs, CHAVENELLE seconds. No further discussion. Vote unanimously passed.

**8. Events and Engagement Reporting from Commissioners**

Nothing new to report currently.

**9. Public Comment**

Nothing new to report currently.

**10. Adjourn**

Adjournment motioned by DAVIS-ORWOLL seconded by CHAVENELLE at 4:53PM.

**Next meeting(s):** Regular Meeting – December 16, 2025.

Respectfully submitted:

Bonnie Spurling

Arts & Cultural Affairs Manager, City of Dubuque

These minutes were passed and approved on November 18, 2025

Witnessed By Nick Halder (signature)  
Nick Halder (printed)  
Char (officer position)