

Minutes  
**ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION**  
October 23, 2012  
Lacy Board Room  
Carnegie-Stout Library

**The meeting was called to order by Chair O'Rourke at 4:30 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Paul Hemmer, Ellen Henkels, Louise Kames, Marina O'Rourke, Sue Riedel. Julie Steffen arrived at 4:45 p.m. Gina Siegert arrived at 5:30 p.m.

Staff Present: Jerelyn O'Connor, Jan Stoffel

**Approval of Minutes of September 25, 2012.** Motion made by Henkels, seconded by Kames to approve minutes as read. Motion carried 5-0.

### **NEW BUSINESS**

1. **FY2014 Budget Request.** O'Connor explained that staff has submitted the FY 2014 budget request for Arts and Culture with no improvement packages submitted. A copy of the budget request and accompanying narrative was shared with the Commission for review and approval. Since two improvement packages were approved by the City Council for the current year for staffing (an additional 10 hours per week) for the Arts and Cultural Affairs Coordinator and a \$10,000 increase in the Operating Support Grant program, the consensus of the Commission was to not request additional improvement packages at this time.. It was commented that the narrative provided a good summary of the arts and cultural affairs activity.
2. **FY 2012 Specials Projects Grants Closing Reports.** Stoffel reported that all Special projects grants from 2012 had been successfully completed and final reports have been submitted.
3. **Introduction and swearing in of Commissioner Gina Siegert.** Chair O'Rourke administered the Oath of office at 5:30 p.m.

### **OLD BUSINESS**

1. **Update of Iowa Arts Council grants and review program and innovations offered by other municipalities.** Stoffel reported that the new granting guidelines through the Iowa Arts Council are not yet available. Grants manager Linda Lee had been on a medical leave. Stoffel visited with Matt Harris, the director of the Arts Council about its direction with the grants. They will be "right-sizing" the grants, not slicing the pie into small pieces. They hope to do fewer things, but do them well. There will be no new Cultural Leadership Partner grants

in the near future. They will move to fewer deadlines, do a better job of review and fund excellence. The Arts Council follows the NEA definition of artistic excellence and merit. They also hope to streamline the process for the applicants.

Stoffel searched other municipalities with grant programs. Many of the cities included in Dubuque's population cohort from the Arts and Economic Prosperity IV did not have granting programs. Findings included:

- Most grant programs required a 1:1 match, with some requiring 1:1 cash to in-kind ratio.
- Most cities also had a maximum grant award.
- Grants were given in a variety of categories: Arts and Business Collaborative grants, Theatre rental and Marketing Assistance, Presentation projects, Educational, Neighborhood Development, Community Initiatives.
- Larger grants required a 501c3, smaller grants required Articles of Incorporation or fiscal agent.
- Succinct, measurable goals were included in the grant applications.
- Many of the grant programs used community engagement, involvement of new audiences and preservation of cultural heritage language.

2. **Special Project grant program discussion.** The commission discussed ways in which our grant program might reflect the City Council priority goals of social and cultural vibrancy, establishing a welcoming community that includes all citizens of Dubuque and appealing to those of all cultures. They asked staff to analyze grants from the last few years to look at the pattern of match amounts. They asked staff to examine all of the collected research and make recommendations at the next meeting.
3. **Arts Means Business marketing plan.** O'Rourke accepted the Arts and Humanities Month Proclamation from the City Council and remarked about the economic impact study numbers. Stoffel appeared on Mediacom Newsmakers about the data. A brochure about the economic data and the report on City Arts funding is in production and will be presented to the Council at a later date. An electronic form of the brochure will also be available online.

#### **ITEMS FROM COMMISSION**

1. The City of Dubuque was recognized by Dubuque Main Street for conducting the Arts and Economic Prosperity IV economic impact study and releasing the data in 2012.
2. Kames attended Faces from the Warehouse opening. It was well attended, with over 700 people voting for their favorite banners that will be on display in the Millwork District through May.

3. Hemmer reported that he often conducts tours from passengers from the American Queen. He recently hosted a visitor, a retired opera singer, who requested to sing on the Grand's stage and deemed it a cultural opera gem.

### INFORMATION SHARING

1. O'Connor and Stoffel met with Quad City Arts Executive Director Carmen Darland who wanted to visit Art on the River and discuss arts initiatives in the City
2. A Public Art for Rural Communities conference was held in Coon Rapids and features Melinda Childs, one of the jury members for Arts on the River 2012.
3. Public input meeting on South Port of Dubuque redevelopment are being held to talk about possible uses of the area.

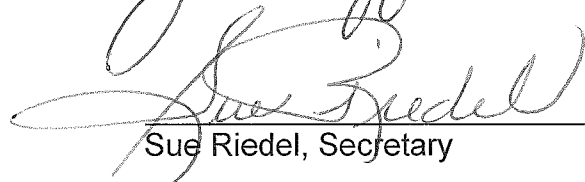
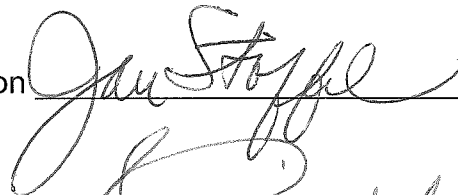
### ADJOURNMENT

Motion by Hemmer, seconded by Kames to adjourn. Motion passed 7-0. Meeting adjourned at 6:15 p.m. Next meeting is Tuesday, November 27, 4:30 p.m.

Respectfully submitted,

Jan Stoffel  
Arts and Cultural Affairs Coordinator

These minutes were passed and approved on



Sue Riedel, Secretary