

Minutes  
**ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION**

January 27, 2015  
Lacy Board Room, Carnegie Stout Public Library

**The meeting was called to order by Chair Sue Riedel at 4:34 p.m. following staff assurance of compliance with the Iowa Open Meeting Law.**

Commissioners present: Katherine Kluseman, Marina O'Rourke, Sue Riedel, Ellen Henkels, Gina Siegert Jessica Teckemeyer and Julie Steffen joined by phone.

Staff present: Megan Starr, Maurice Jones

Members of the Public Present: Jerry Enzler

**APPROVAL OF MINUTES of December 16, 2014:** O'Rourke made a motion, second by Teckemeyer to receive and file the minutes. Motion carried 6-0.

**NEW BUSINESS**

**1. RFP Update**

Starr explained that the RFP review process is right on schedule and that the review committee was currently conducting telephone interviews with three finalists. Siegert who is on the review committee commended the three finalists for the quality of their proposals; Jones complimented Starr for keeping the interview process very well organized and clean and straightforward.

**2. Operational Support and Special Projects Grant Applications**

The commission reviewed final drafts of the Special Projects and Operating Support grant applications. Starr will post the revised draft to the city website for the FY2016 grants in February. The commission will do a practice grant evaluation session during the February Commission meeting.

**3. Creative Commons Update**

Starr reported that the ArtPlace America LOI was not accepted to advance to application stage. Starr clarified that the Bloomberg LOI included budget line items for programming funds as well as funding for a fulltime Arts and Cultural Affairs Coordinator; Jones emphasized that we have not yet been invited to submit a full application and it is anticipated that the Bloomberg grant will be a very competitive process. Starr also reported that an NEA Our Town Grant would be submitted in support of the creative commons project.

**4. Art on the River**

**a. River Boat bench Status**

Starr shared the Agreement letter between the City and Shawna Lipper that was approved by City Council for the donation of River

Boat Bench. Starr explained that Ms. Lipper has not yet signed the agreement. The commission expressed that they thought contract was reasonable and fairly presented.

**b. Contract Language**

Starr shared an updated draft of the Art on the River Artist Contract. Section 17 was added to read:

“At the end of the exhibition period, Artists shall remove the Work by June 30, 2016. If the Artist does not remove the Work by such date, City may remove the Work and store it, and notify Artist that unless the Work is claimed by Artist within thirty (30) days of the date of such notice, the Work will be deemed abandoned property and disposed of by City in its discretion.”

On a motion by Teckemeyer, O'Rourke seconded, The Commission recommended to add the following bolded language to section 17:

“At the end of the exhibition period, Artists must remove the Work by June 30, 2016. If the Artist does not remove the Work by such date, **City may at the expense of the Artist** remove the Work and store it, and notify Artist that unless the Work is claimed by Artist within thirty (30) days of the date of such notice, the Work will be deemed abandoned property and disposed of by City in its discretion.”

**5. Arts and Cultural Affairs Coordinator Update**

Jones explained that they would re-advertise the Arts and Cultural Affairs Coordinator in April.

**ITEMS FROM COMMISSION**

**1. Commissioner Recognition – Katherine Kluseman**

Kluseman shared that she currently serves on the board for Fly-By-Night productions. Kluseman described Fly-By-Night as the thinking man's theater in Dubuque and believes in the need to support local theater. Kluseman will be directing Amy Herzog's play, 4000 Miles in the spring.

**ITEMS FROM THE PUBLIC**

Jerry Enzler, President and CEO of the National Mississippi River Museum and Aquarium requested that the commission allow the use of the FY 2015 \$40,000 grant from the City of Dubuque for the National Mississippi River Museum & Aquarium to serve as match for the Museum's *River of Innovation* application to the Community Attraction and Tourism program. On a motion from Henkels, Siegert second, the commission granted Mr. Enzler's request.

**ADJOURNMENT** –Siegert made a motion to adjourn, second by Riedel.  
Meeting adjourned at 6:29 p.m.

This notice is given pursuant to Chapter 21, Code of Iowa and applicable local regulations of the City of Dubuque. Persons with limited English proficiency or vision, hearing or speech impairments needing special assistance should contact the City Manager's Office at 589-4110 or (563) 589-4230 for TDD.

Respectfully submitted:  
Megan Starr  
Economic Development Coordinator

These minutes were passed and approved on

February 24, 2015

  
Ellen Henkels, Secretary