



# Dane County

## Minutes - Final Unless Amended by Committee

### Arts and Cultural Affairs Commission Executive Committee

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Friday, October 14, 2022

8:00 AM

See top of Agenda for virtual meeting log in  
details

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#### A. Call To Order

Call to order at 8:00 a.m.

Staff: Mark Fraire, Augusta Brulla

Present 5 - Chair RODERICK RITCHERSON, MARY KLEHR, MARCIA MIQUELON, FRAN PULEO MOYER, and OLIVIA XISTRIS-SONGPANYA

#### B. Consideration of Minutes

1. [2022  
MIN-330](#) [MINUTES FROM THE 09/09/2022 ARTS AND CULTURAL AFFAIRS EXECUTIVE COMMITTEE MEETING]

**Attachments:** [2022 MIN-330](#)

*Vice Chair Klehr recommended editing section C. 3. to change the review panel date from September 26 to October 3.*

**A motion was made by Commissioner Puleo Moyer to approve the Minutes from the 09/09/2022 Arts and Cultural Affairs Executive Committee meeting, seconded by Supervisor Xistris-Songpanya.**

**The motion to approve the minutes as amended by Vice Chair Klehr was carried unanimously by a voice vote.**

2. Approve September commission minutes for recommendation to full commission

**A motion was made by Vice Chair Klehr to recommend the September minutes for approval by the full Commission, seconded by Supervisor Xistris-Songpanya.**

**The motion was carried unanimously by a voice vote.**

#### C. Final Cycle 2 Grants Preparation

**1. Review grant panel completions**

- Three panels consisting of three reviewers each reviewed the 2022 Cycle 2 grants.
- The number of panels and reviewers was determined to be an effective and efficient method of reviewing the applications.
- In the future, panels will each have one experienced reviewer in the group

**2. Placement of panelist scoring into the grant formula**

*The grant application formula is based on two equations:*

- *grant application score divided by total possible score, = % of total possible score*
- *total grant funds available divided by total grant application requests = % available funds*
  
- *A \$500 minimum is allocated to all eligible applicants who have been approved for funding*
- *49 applications requested a total of \$216,201, with \$70,000 available for distribution*

**3. Review of results of formula for any inconsistencies**

*No inconsistencies were noted.*

**4. Mock run-through of commission review**

- *Commissioner Curet recommends providing a \$500 minimum to application #24443 (Sugar River Valley Songwriters) due to the score being 54% compared to next highest score of 75% and the grant review's notes*
- *A decision will be made about application # 24443 by the full commission during the October 19th Commission meeting.*
- *The large number of requests compared to available funds warrants a discussion about how to acquire additional funds or potentially reducing the maximum request amount in the future.*

**5. Review/approve capital grant awards**

- *Two Capital grant applications were received*
- *These can be awarded at 50% outside of the cycle 2 grant budget*
- *Final approval will be made by the full commission, with the discussion led by Commissioner Klehr*

**6. Short order grants**

- *Four short order grants were received*
- *Short order grants can be awarded outside of the cycle 2 grant budget*
- *Final approval will be made by the full commission, with the discussion led by Vice Chair Klehr*

## D. Review Discussion Topics and Start Prioritization

*Prioritizing discussion topics will be delayed until the November Executive Committee meeting with final approval expected at the November commission meeting.*

## E. Revisit Areas of Focus

*Revisiting areas of focus will be delayed until the November Executive Committee meeting with final approval expected at the November commission meeting.*

## F. Vacant Commissioner Positions Update

### 1. New commissioners on board

- Two new Commissioners, Laura Gallagher and Jennifer Garret will join the October commission meeting.
- Director Fraire and Chair Ritcherson will continue to meet with prospective commissioners.

## G. Review 2023 meeting dates/schedule

### 1. Commission and executive committee

*A future default meeting time of the second Wednesday of each month will be formalized during the October commission meeting.*

## H. Executive Director Report

- Dane Arts will hold a reception to honor the 2022 and 2023 poster and calendar artists, on October 24th, 5:30 – 7:30 p.m. at Garver Feed Mill in Madison
- Three to four commissioners will be needed to assist with check-in and sales
- The DABL market was a success, view details in the Dane Arts October newsletter
- There is potential for a partnership with Arts + Literature Lab, The Bolz Center for Arts Administration, and Gener8tor for a 2023 spring DABL conference
- Dane Arts has collected over 800 Arts & Economic Prosperity surveys
- DAMA (previously “Dane Arts Mural Arts”) has changed their name to “Developing Artists Murals and Alliances”
- The Dane Arts Commission made a commitment to fund DAMA with \$10,000 per year for a set number of years. This commitment is within the authority of County Executive Joe Parisi. It is recommended that DAMA request funds through the standard Dane Arts grant cycle going forward.

**1. Update on DAMA, DABL results**

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**2. Any pending issues**

*The Cultural Affairs Specialist position is currently under review to be converted from .5 LTE paid by Lussier funds, to .5 FTE funded by the county as part of the County Executive’s Budget in November 2022*

**I. Future Meeting Items and Dates**

**1. Develop October Commission Meeting Agenda**

- roll call, establish quorum, (welcome new commissioners, introductions)
- approve September meeting minutes (action item)
- presentation group---NONE
- approve capital grant awards (action item)
- review/approve cycle 2 grant award distributions (action item)
- approve 2023 commission meeting calendar (action item)
- Chair/executive committee report-outline November agenda-prioritization of discussion topics, finalize of Areas of Focus for 2023, vacant seats update
- Executive Director’s report

**J. Public Comment on Items not on the Agenda**

*None.*

**K. Such Other Business as Allowed by Law**

*None.*

**L. Adjourn**

**A motion was made by to adjourn by Supervisor Xistris Songpanya.**

**Meeting adjourned at 8:50 a.m.**

**Minutes respectfully submitted by Augusta Brulla pending Commissioner approval.**