



# 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?*

---

Friday, November 4, 2022

8:00 AM

See top of Agenda for virtual meeting log in details

---

#### A. Call To Order

*Call to order at 8 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. Approve Executive Committee Minutes

[2022](#)  
[MIN-388](#)

[MINUTES FROM THE 10/14/2022 ARTS AND CULTURAL AFFAIRS EXECUTIVE COMMITTEE MEETING]

**Attachments:** [2022 MIN-388](#)

A motion was made by Supervisor Xistris-Songpanya to approve the 10/14/22 Executive Committee meeting minutes, seconded by Puleo Moyer.

The motion was carried unanimously by a voice vote.

##### 2. Approve Commission Minutes for recommendation

*Chair Ritcherson requested that page 3, item 4 be changed from "discussion items" to "areas of focus."*

A motion was made by Vice Chair Klehr to recommend the 10/19/22 Commission minutes for approval by the full Commission, seconded by Supervisor Xistris-Songpanya.

The motion to recommend the minutes for approval as amended by Chair Ritcherson was carried unanimously by a voice vote.

#### C. Cycle 2 Grants

**1. Approve Capital grant awards**

- There were two Capitol grant awards as follows: \$3,000 request from Madison Circus Space, \$3,000 from Overture Center for the Arts
- Both are eligible to receive a Capitol grant
- Director Fraire recommends an allocation of \$1,500 each from the Lussier fund, not the 2022 Cycle 2 grant budget

**A motion was made by Vice Chair Klehr to approve a 50% award of \$1,500 to each Capitol request, seconded by Supervisor Xistris-Songpanya.**

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

**2. Approve Short Order grant awards**

- The groups receiving funding are as follows: Drum and Dance Residency with Mandjou Mara (\$850), Concerto Live! (\$600)
- The funds for 2022 Cycle 2 short order grants will be distributed from the Lussier fund, not the 2022 Cycle 2 grant budget

**3. Overall grants process review**

*The grants process was discussed during the October Commission meeting, full details are captured in the 10/19/22 minutes.*

**D. New commissioner orientation**

**1. Determine their area of focus**

*Chair Ritcherson recommends adding a public relations area of focus.*

**E. Review/approve Areas of focus**

- Commissioner Puleo Moyer suggested merging the focus area of community engagement and publicity and create a separate area of focus for marketing
- The AEP focus area will be merged with marketing
- Commissioner Miquelon discussed the need for a fundraising/development area of focus and Chair Ritcherson suggested that a Dane Arts friends group could focus on this area, pending County direction of the formation of a friend's group.
- A discussion around fundraising identified Commissioner Gallagher as a potential member of fundraising/development area of focus
- Volunteer recruitment was also discussed as an area of focus

**A motion was made by Supervisor Xistris-Songpanya to recommend the discussed areas of focus for approval by the full commission, seconded by Commissioner Puelo Moyer.**

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

## F. Prioritize Discussion topics

*The previous discussion topics will be identified and discussed during the November Commission meeting.*

## G Approve 2023 meeting calendar

### 1. Executive committee

**A motion was made by Supervisor Xistris-Songpanya to approve the 2023 Executive Committee meeting dates, seconded by Vice Chair Klehr.**

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

### 2. Commission

**A motion was made by Vice Chair Klehr to recommend the 2023 Commission meeting dates for approval by the full Commission, seconded by Supervisor Xistris-Songpanya.**

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

## H. Poster/Calendar reception report-(sales)

*- Dane Arts is discussing marketing efforts for the calendar and poster including hosting a poster signing party*

*- There is room for growth in revenue return on investment for the calendar and poster*

*- Calendars are available for sale online*

*- Dane Arts staff and commissioners will continue brainstorming how to strengthen the poster and calendar program through increased marketing and streamlining processes*

## I. Executive Director Report

- *The calendar/poster reception was well received*
- *Director Fraire and Cultural Affairs Specialist Brulla are in the process of discussing 2023 priorities*
- *Director Fraire recently met with a potential commissioner to discuss fundraising*
- *A priority for 2023 is to scale back on programming and increase funding for the arts*
- *Director Fraire would like to meet strategically with Executive Parisi to review Dane Arts activities twice per year*
- *Director Fraire would like to advance the Behind Creative artist feature video series through continued production and dissemination*
- *Director Fraire will share 2023 vision and priorities for Dane Arts with the full Commission at the November meeting*
- *Assistance is needed to collect surveys during Fall Gospel Fest at Overture Center for the Arts on November 12th*

## J. Future Meeting Items and Dates

*The next full commission meeting is on Wednesday, November 9th*

## K. Public Comment on Items not on the Agenda

*None.*

## L. Such Other Business as Allowed by Law

*None.*

## M. Adjourn

**A motion was made by Commissioner Puleo Moyer to adjourn.**

**Meeting adjourned at 9:01 a.m.**

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