



Dane County

Minutes - Final Unless Amended by Committee

Cultural Affairs Commission

Wednesday, August 16, 2017

5:15 PM Dane Arts Mural Arts, 5004 Allis Avenue Madison, WI
53716

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A. Call To Order

Call to order at 5:18pm. Albouras arrived at 5:55pm. Trone arrived at 5:23pm.

- Present** 7 - MARY KLEHR, STEVEN MORGAN, RODERICK RITCHERSON, CHRISTIAN ALBOURAS, MARCIA MIQUELON, TRACY WILLIAMS-MACLIN, and CAROLE TRONE
- Excused** 2 - Supervisor MARY KOLAR, and MATT VELDRAN
- Absent** 1 - DIANE EVERSON

B. Consideration of Minutes

All in favor.

[2017](#)
[MIN-221](#) July 19, 2017 Minutes

Attachments: [Wednesday, July 19, 2017 Minutes](#)

C. Action Items

Attendance Policy

Exec. Committee reviewed the current commission handbook and will be revising, starting with the attendance policy. Motion to approve the discussed attendance policy.

Morgan suggests adding "to ensure quorum" in the revised attendance policy. Amendment is accepted.

Miquelon suggested the following revision to be made in paragraph 3, "commissioners are expected to make their best efforts..."

Adopted new attendance policy.

All in favor.

D. Presentations

Dane Arts Mural Arts - Mark Fraire

Tour of the Dane Arts Mural Arts building led by the director.

E. Reports to Commission

Chair, Grants, PR/Fundraising, Director's report

Exec. Committee

Ritcherson suggests that the commission be provided with a written document from the county that indicates how the Blockstein funds can be used; to avoid violation of any rules or regulations regarding the funds. The director and Ritcherson will be meeting with Chuck Hicklin and reporting at the next meeting.

The commissioners will send the dates that they are available to chair the 2017 cycle 2 grant review panels. The director will send out an official request, via email, to the commission.

2018 planning will begin at the November commission meeting. (off season)

Grants Committee

Review and discussion of the drafted grant review rubric that was distributed to the commission by Morgan and Trone. Williams-Maclin suggested having the grant reviewers review and score, and the commission then determines the weight, noting that this approach may help minimize reviewer bias. Klehr asked if grant reviewer scores with and without the weights could be compared to see how the weighting changes final scores. Miquelon asked if grant applicants should be made aware of the grant weighting and Freire agreed that scoring methods should be transparent and public. Suggestion made to have the 2017 cycle 2 grant reviewers review one grant with the old rubric, and with the new rubric, so that the commission can gain additional feedback. The weighting system will be discussed at the next meeting.

PR

Sponsorship banner looked great at the La Fete event.

Directors Report

Director's report provided in writing. CrossFit has agreed to commit for the next 2 years. The director will find out if the grant review on September 21st has to be moved due to a holiday. Commission will meet on October 4, 2017, at 4:30pm, at the City-County Bldg. to review the 2017 cycle 2 grants. Two new commissioners should be approved soon and will be joining the next meeting.

F. Future Meeting Items and Dates

September 20, Grant sub committee review- October 4 or 11?

Subcommittee grant review, October 4, 2017, 4:30p-7pm, at the City County Bldg.

G. Public Comment on Items not on the Agenda

H. Such Other Business as Allowed by Law

I. Adjourn

Adjourn at 6:34pm.

Minutes respectfully submitted by Taeli Turner.