



# Dane County

## Minutes - Final Unless Amended by Committee

### Arts and Cultural Affairs Commission Executive Committee

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Friday, April 4, 2025

8:30 AM

Hybrid Meeting: Attend in person at the City County  
Building in Room 209; attend virtually via Zoom.

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#### A. Call To Order

*Present: Chair Ritcherson, Vice Chair Puleo Moyer, Supervisor Rose, Klehr, Curet*

*Excused: Miquelon*

*Quorum was established*

*Staff: Mark Fraire, Augusta Brulla*

**Call to order at 8:31 a.m.**

**Present** 4 - Chair RODERICK RITCHERSON, MARY KLEHR, FRAN PULEO MOYER, and  
Supervisor RICK ROSE

**Excused** 1 - MARCIA MIQUELON

#### B. Consideration of Minutes

This resolution was approved the minutes

1. [2024](#)  
[MIN-571](#) [MINUTES FROM THE 03/14/2025 ARTS AND CULTURAL AFFAIRS  
EXECUTIVE COMMITTEE MEETING]

**Attachments:** [2024 MIN-571](#)

A motion was made by Puleo Moyer to approve the minutes from the 3/14/25 Arts  
and Cultural Affairs Executive Committee, seconded by Klehr.

The motion was carried unanimously by a voice vote.

2. Approve March 19, 2025, commission minutes for recommendation to full commission.

A motion was made by Klehr, to recommend the 3/19/25 Arts and Cultural Affairs  
Commission minutes for approval by the full commission, seconded by Puleo  
Moyer.

The motion was carried unanimously by a voice vote.

#### C. Cycle One Grant Review-Final Prep

**1. Review cycle one overall budget**

*The approved total grant budget for 2025 Cycle 1 is \$119,321, which will fund grant panelist honoraria, Capital, Short Order, and Project grant awards*

**2. Review capital grant applications/budget, approve awards**

*-An allocation of up to 5% of the total 2025 Cycle 1 grant budget (\$5,966) was approved for distribution among this cycle's Capital grant applications.*

*- Three eligible Capital grant requests totaling \$8,529.95 were received this cycle. Applications are as follows:*

- 1. Friends of Allen Centennial Gardens: \$3,000 to purchase a sound system.*
- 2. Polka! Press: \$2,529.95 to purchase a tunnel dryer, flat file, and lighting.*
- 3. MYArts: \$3,000 for chairs, music stands, tables, and A/V equipment.*

**A motion was made by Commissioner Klehr to recommend the award of \$2,000 for Allen Centennial Gardens, seconded by Vice Chair Puleo Moyer.**

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

**A motion was made by Commissioner Klehr to recommended the award of \$1,670 to Polka Press, seconded by Chair Ritcherson.**

**The motion was amended to increase the award to \$2,000 with the understanding that the extra \$30 will be funded by a Dane Arts line item outside of the grant budget.**

**The motion as amended was approved unanimously by a voice vote.**

**A motion was made by Klehr to recommend the award of \$2,000 for MYArts, seconded by Vice Chair Puleo Moyer.**

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

**3. Review short order applications/budget, approve awards**

*Three eligible Short Order applications were received this cycle totaling \$2,900 in requests. Applications are as follows:*

- 1. Poetry in Spanish Workshops submitted by Araceli Esparza: \$900*
- 2. Bilingual Literacy & SEL (social emotional learning) Empowerment through Library Events submitted by Culture Trip LLC: \$1,000*
- 3. Youth Arts Therapeutic Sensory Kits submitted by Madison Youth Arts Center (MYArts): \$1,000*

*Director fraire recommended the following short order awards: \$750 to Araceli Esparza, \$750 to Culture Trip LLC, and \$1,000 to MYArts.*

**A motion was made Commissioner Klehr to approve the short order award allocations outlined by Director Fraire, seconded by Chair Ritcherson.**

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

**4. Review/approve panel review stipends**

*Each grant review panelist is offered a \$100 honorarium for their participation on the review panel. This cycle 27 panelists participated for a total of \$2,700 in honoraria.*

**A motion was made by Chair Ritcherson to approve the allocation of \$2,700 in grant panelist honoraria from the 2025 Cycle 1 grant budget, seconded by Commissioner Klehr.**

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

**5. Approve final cycle one grant pool budget for April 7**

*After grant panelist honoraria, Capital, and Short Order grant allocations are deducted the remaining 2025 Cycle 1 project grant budget is \$108,500.*

**Chair Ritcherson made a motion to approve the allocation of \$108,500 for 2025 Cycle 1 project grants, seconded by Vice Chair Puleo Moyer.**

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

**D. Final Review of Applications by Scored Rankings**

**1. Approve for recommendation to full commission**

- 80 project grant applicants totaling \$348,079 in requests were received.
- Commissioner Curet recommended allocating funding based on how applicant scores as assigned by the grant review panels.
- Out of 100 points, applicants scored relatively high, ranging from 70.6 to 99.
- Commissioner Curet recommended that the Executive Committee approve the grant awards based on allocation of funding per their application score and available funds in 2025 Cycle 1.

**A motion was made by Vice Chair Puleo Moyer to recommend the grant awards based on allocation of funding per their application score and available funds in 2025 Cycle 1 for approval by the full commission, seconded by Commissioner Klehr.**

The motion was carried unanimously by a voice vote.

**E. Review Areas of Focus Submissions**

*Areas of focus will be addressed during the April Commission meeting.*

**F. Dane Arts Branding**

**1. Dane Arts Department**

*Chair Ritcherson proposed discussing the branding distinction between the Dane Arts office and the Dane Arts Commission.*

**2. Dane Arts Commission**

*Consensus was that this topic warrants further discussion and strategic planning.*

**G. Other**

**1. Grant allocation scenarios (focus group testing)**

*- Building from a discussion initiated during the March commission meeting, Chair Ritcherson would like commissioners to continue thinking about potential ways the grant application process could be structured.*

*- Various approaches could be presented to focus groups by Commissioner McKinney.*

**2. 2025 Dane Arts Sponsored Events**

*Dane Arts supported events will be shared with the full Commission on Monday, April 7th.*

**3. Data collection**

*Data will be used to make a compelling proposal for grant funding need when requesting a grant budget increase within the county.*

**4. Vacant position**

*Commissioners are encouraged to share any recommendations for potential commissioner candidates to replace Jay Handy's appointment expiring in June 2025.*

**5. Friends of Dane Arts**

*The first official meeting of the Friends of Dane Arts will take place in April.*

**H. Executive Director's Report**

*- The focus this month is the Business of Art Conference taking place April 24-26 with nearly 200 individuals are registered to date.*

*- Commissioners are encouraged to register for the conference to gain access to the conference agenda on Whova.*

*- Director Fraire met with County Executive Agard to discuss how the arts can support key priorities of the county.*

**F. Future Meeting Items and Dates**

**1. Develop April 7, 2025, Commission Agenda:**

- Roll call, establish quorum
- Approve March 19, 2025, meeting minutes (action item)
- Review/approve grant allocations (action item)
- Areas of Focus (reminder)
- Brief discussion on Grant Decision Making Philosophy
- Brief discussion-2025 Dane Arts Calendar of Events

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

*None.*

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

*None.*

**I. Adjourn**

**A motion was made by Commissioner Klehr to adjourn.**

**Meeting adjourned at 9:37 a.m.**

Minutes respectfully submitted by Augusta Brulla pending Commission approval.