

DATE: July 29, 2015

TO: Members, Personnel & Finance Committee

FROM: Mark Fraire  
Director of Cultural Affairs

RE: Dane Arts Buy Local Event

The Dane County Cultural Affairs Commission will be sponsoring a “Dane Arts Buy Local Night Market” (DABL) event on Thursday, October 15, from 4 p.m. to 9 p.m. at the U.S. Bank Building, downtown Madison, WI.

DABL is a new project for the Commission. In an effort to help sell the work of Dane County artists, we plan to present Dane County artists and their work to Dane County businesses - a buy local intention to support artists and businesses.

In order for DABL to be successful, we plan to ask local businesses for assistance with expenses such as food, drink, marketing and technical equipment.

Per Chapter 18.18 (2) of the Dane County Code of Ordinances: *Fund raising drives. No employee or group of employees shall solicit funds or other things of value from firms, persons or corporations, without first obtaining a written permit from the committee, except as otherwise expressly allowed by this ordinance. An application for such permit shall be submitted to the committee at least thirty days prior to the time when solicitations will begin. The purpose of the solicitations and a general description of the persons, firms and corporations expected to be solicited shall be clearly stated in the application for a permit. A list of the public donors shall be furnished to the committee and shall be made a public record. A complete accounting of such funds so raised and of the expenditures shall be submitted to the committee.*

The Commission requests permission from the Committee to solicit funds from local restaurants, bakeries, and other entities that might align with supporting local artists and their efforts to generate revenue based on the sale of their art at this event.

Thank you in advance for your consideration. A detailed invitation for the October 15<sup>th</sup> event will be mailed to you.