



Dane County

Minutes - Final Unless Amended by Committee

Cultural Affairs Commission

Wednesday, November 16, 2016

5:00 PM

ccb, rm 421

ccb, rm 421

A. Call To Order

Ritcherson Calls to Order at 5 pm. Director Fraire not present due to family emergency.

Present 9 - MARY KLEHR, STEVEN MORGAN, CAROLE TRONE, DIANE EVERSON,
Supervisor MARY KOLAR, RODERICK RITCHERSON, TRACY
WILLIAMS-MACLIN, MATT VELDRAN, and ASHLEY ROBERTSON

Excused 2 - MARCIA MIQUELON, and PAUL RUSK

B. Consideration of Minutes

[2016](#) 2016 MIN-376
[MIN-376](#)

Attachments: [2016 MIN-376](#)

C. Action Items

D. Presentations

Forward Theater Artistic Director, Jen Uphoff Gray

*Presentation by Jen Uphoff Gray, Artistic Director of Forward Theater
Thank you to the Commission for inviting organizations to the meeting and giving them
a platform to share about themselves and their work. Forward Theater is in its 8th
season of presenting and is the only fully professional company in Madison. They pay
all participants, so costs are higher, but this also enables them to do work that goes
much farther in the community. Receive a lot of support from Dane Arts grants, which
FT uses mostly for artist wages/fees and production materials, much of which is also
purchased locally (huge proponent of Dane Buy Local movement). To her, seems like
Dane Arts has been funding two types of projects – ongoing program support and
one-off projects. Suggested that it may be useful to actually split the grant cycles up into
two separate project funding cycles, and perhaps offer annual grants to institutions.*

E. Reports to Commission

Chair Ritcherson

Paul Rusk has submitted resignation to Director due to scheduling conflicts (unable to attend the meetings). Two new community member Commissioners will join after the first of the year.

***Director's Report: Grants, DAMA, DABL, calendar, CCB gallery, AEP5,
November-December events, new commission members.***

Delivered by Ritcherson (based on email from Director) and Taeli Turner from Dane Arts office since Director was not in attendance.

Art Calendar – 2017 calendar has been distributed to several retail and municipal locations throughout the county and a list of locations is included on the website. Would like to distribute at least 1200 more, so any suggestions/connections for where to distribute the remaining calendars is greatly appreciate (contact Taeli).

DABL – Still pulling the final numbers and response. Will have a full report for the January meeting.

Grants – Addition funds requested for capital grant project were approved.

DAMA – Outline of 2016 activities presented to Commission. A lot of activity happening and scheduled for 2017. Sharon Kilfoy has requested workshop/studio space at a County-owned building to cut down on operations costs (rent); Dane Arts office is working to see if this is possible/make it happen. Need to identify areas of support and how much support is needed in order to fundraise for the program. Request from several Commissioners to add DAMA fundraising strategy as an agenda item for the January meeting.

E-newsletter (presented by Sarah Bluvus, Dane Arts intern) – Request from Commissioners to please fill out the “Get to Know Your Commissioner” questionnaire to be featured in the e-newsletter. Sending an email to all of those who still need to fill out the survey on 11/18. Please return the survey no later than December 12.

Website Update by Taeli Turner

F. Future Meeting Items and Dates

Next meeting: January 18, 2017.

For inclusion on the agenda: Funding work group, fundraising for DAMA, review rubric process recommendations for Grant Cycle

Notice for suggestion of agenda items

Reminder that a notice for suggestion of agenda items will be sent out each month. Need suggested agenda items submitted to Director by the Friday before the Executive Committee meets so they can review and finalize/approve. (Executive Committee meets Second Friday of each month, so dates will fluctuate.)

G. Public Comment on Items not on the Agenda**H. Such Other Business as Allowed by Law***Request for Schedule for Dane Arts Funded Events*

Thank you for the schedule – actually request that we receive it earlier; 2 months out so Commissioners can plan better, discuss at meetings if they plan to attend, etc. Also, if there is interest in choosing one event per quarter that the group plans to attend together, can organize that, in addition to individual site visits.

Grants Process Follow-up

Haven't had a chance to meet separately yet but plan to try to do so before the next Commission meeting in January. Reviewing the Rubric process is a main priority; hope to be able to present recommendations to the full Commission at the next meeting in order to finalize before the next Grant Cycle begins.

DABL

Still pulling the final numbers and response. Will have a full report for the January meeting.

Work Group Reports

Funding – Everson stressed the importance of fundraising for Dane Arts programs; should be core work of the Commission in addition to the extensive work that Director is already doing to raise funds. Williams-Maclin recommended creating clear focus areas to identify what needs funding and how much in order to make stronger asks. Klehr recommended connecting with Scott McDonald over coffee to brainstorm ideas based on previous conversations had with him. Intern Sarah Bluvass offered to join the work group and lend support in designing a fundraising strategy. Many asked to add this the agenda for next meeting for further discussion.

PR – Request for volunteers to join the PR work group. Important to educate the public about what Dane Arts actually does. Need to identify what the messages will be, how we will communicate them, website consolidation, etc. Group will be responsible for making recommendations to Director and then Dane Arts office will implement. Need to firm up the group by the January meeting.

I. Adjourn

Minutes respectfully submitted by Taeli Turner.