



# Dane County

## Minutes - Final Unless Amended by Committee

### Cultural Affairs Commission

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Wednesday, August 15, 2018

5:15 PM

McPike Park, 202 S Ingersol Street

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McPike Park, 202 S. Ingersol Street

#### A. Call To Order

*Called to order by Richerson at 5:16pm. Everson arrived at 5:37pm.*

**Present** 10 - CAROLE TRONE, DIANE EVERSON, RODERICK RITCHERSON, CHRISTIAN ALBOURAS, SAMIE CHAMBERS, LUIS MONTOTO, YOGESH CHAWLA, TRACY WILLIAMS-MACLIN, STEVEN MORGAN, and MARY KLEHR

#### B. Consideration of Minutes

[2018](#) Cultural Affairs Minutes 7/18/18  
[MIN-184](#)

**Attachments:** [Cultural Affairs Minutes - Wednesday, July 18, 2018](#)

All in favor.

#### C. Action Items

*Grants rubric recommendation*

*Commissioner Morgan and Trone presented the recommendation on the new rubric.*

*Morgan noted the grant application rubric changes and what Carol Cohen brought to us in the forms of a new rubric from which to score proposals. He states that our recommendation is a reflection of the values in terms of geography, genre, new vs old, professional vs community.*

*To establish a criteria aligned to the rubric as the older rubric does not give the flexibility of the new versions- - we recommend adopting the new rubric and then work out the details after our adoption, he added. Morgan continues that this means many more areas to score but part of the vetting was reviewed by 3 panelists and they were all very positive about the new version.*

*Chair Ritcherson noted that it is the panelists who will be using this new rubric more so than the commissioners and it was confirmed. Morgan stated that this rubric may not impact commission members when reviewing grants but commissioners will use it as a tool to guide their reviews.*

*Chair asks for any further discussions; Morgan asks if there are any questions? Chair asks for a motion – Commissioner Chawla moved to adopt the recommendation of the Grants work group on the new rubric, second by Everson- motion passed. As part of the motion, this new rubric will go into effect into the 2019 grant cycles.*

*Commissioner Trone recommends a note of gratitude to Carol Cohen for her work in making this happen. The Chair will send a formal thank you.*

**Recommendation adopted. All in favor.**

*conflict of interest policy*

*Chair notes two meetings ago a Conflict of Interest Policy and the sub work group has come up with a draft- and taking a review now, maybe action can be taken now or maybe at the next meeting?*

*Chair ask for open discussion- Commissioner Morgan reads out loud the conflict of interest Policy- -*

- 1. Sitting Commissioners may not appear as the applicant of record on any grant application.*
- 2. An organization with which a Commissioner is affiliated may apply, provided that:*
  - a. An individual other than the Commissioner fills out and submits the application.*
  - b. The sitting Commissioner does not receive any of the awarded funds or otherwise directly benefit from the award.*
  - c. The sitting Commissioner completely recuses his/herself from any discussions, written evaluations, letters of support, or votes pertaining to that application.*

*There is discussion on the pro's and con's of such a policy.*

*Commissioners should use their discretion when evaluating applications within the same cycle in which one has applied or might have a conflict-*

*There was discussion on a voluntary recusal and does not have to be imposed by a body but rather the commissioner decides.*

*Commissioner Chambers asked if we are trying to avoid the appearance of impropriety or impropriety all together and we should proceed cautiously as a volunteer group that funds the arts as we don't want to alienate people.*

*There was consensus that panelists with any potential of a conflict will let it be known.*

*Commissioner Chawla proposes friendly language – Commissioners should use their discretion when reviewing applications where they could be perceived to have a material gain and recuse themselves where appropriate.*

*The chair proposes to discuss this issue again at the next meeting.*

*Commission will not take action tonight and Director Fraire will get the language down for the friendly motion for further review.*

*Commissioner Montoto stated that the key word here is discretion and we need to trust each other and when one suggests exclusion, then that is what should happen and we should trust each other.*

*Dane Arts handbook*

*Commissioner Klehr noted a few members sent comments for corrections*

*General information to vote on with the handbook:  
introduction, overview, poster/calendar info and a page of expectations that include our  
new attendance policy. Commissioner Klehr hopes a motion can be made to accept the  
majority of the document as the guide for new commission members.*

*Chair asks for any comments- As a new member Commissioner Chawla said that the  
handbook is clear and very helpful.*

*Chair asks if we can adopt an overall package with the understanding of minor tweaks in  
the document, the bulk of the info won't change-*

*Chair Ritcherson made the motion to adopt the overall package and go back and tweak  
some minor changes and seconded by Commissioner Chawla: to adopt the handbook  
content as previously stated with the understanding that we will go back and make minor  
changes- Motion passed, 11-0*

**All in favor.**

*DAMA new member***D. Presentations***Bob Queen - Central Parks Founder*

*Bob Queen talked about his work with other east side festivals- working to attract great  
music and now started CPS partnering with folks from all around Dane County - the  
music is from all over the world. An all volunteer group of members that keep the festival  
going seeking sponsorships.*

**E. Reports to Committee***Chair, PR, Grants, FR, Director reports**PR COMMITTEE*

*Chair suggests working with the DABL fundraiser and Director Fraire will reach out to  
them.*

*DIRECTORS REPORT*

*Report submitted via email.*

**F. Future Meeting Items and Dates**

*September 19, October 3 (review)*

**G. Public Comment on Items not on the Agenda***Name re-alignment*

*Commissioner Chawla has agreed to be the sponsor. Ritcherson moves that we approve the resolution with the two friendly word changes and take it to the next step for County Supervisor, Chawla to present for resolution.*

*Commissioner Morgan second, motion passed*

*Action item- DAMA INC. board member*

*Needing to fill a seat on the DAMA Board, the Chair would like to appoint Mary Klehr to the DAMA Inc Board and asks for the Commissions consensus- so agreed.*

*At the next meeting in September, Chair asks for commissioners' expectations on how funds raised from the October 26 DABL fund raiser will be utilized.*

*Blockstein funds*

*Christian gave a recap on the Blockstein funds.*

*One recommendation is to take \$500 each cycle and award an applicant that shares the essence of Blockstein's spirit.*

*Questions: How do we use those funds? Do we deplete now or keep it over a long term*

*At the next meeting, the work group will offer next steps –*

**H. Such Other Business as Allowed by Law***Announcements for Commissioners*

*Marcia wins award*

*Luis was interviewed on univision*

*Steve's band plays at Willy Street Festival*

**I. Adjourn**

*Adjourn at 6:25pm.*

**All in favor.**

*Minutes respectfully submitted by Mark Fraire.*