



Dane County

Minutes - Final Unless Amended by Committee

Cultural Affairs Commission Grant Review Subcommittee

Wednesday, October 19, 2016

4:30 PM

CCB - RM 421

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A. Call To Order

Robertson arrived 4:48pm. Veldran arrived 4:50pm. Trone arrived 4:54pm. Veldran left early at 5:15pm. Kolar left early at 6:25pm.

Ritcherson Calls to Order at 4:42pm.

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

Excused 2 - DIANE EVERSON, and PAUL RUSK

B. Consideration of Minutes

No minutes to consider until next commission meeting.

C. Action Items

Review of 2016 cycle 2 grant scores to determine funding.

Amount available for funding: \$85,392

Kolar motioned to only base funding decisions off of amount available (\$85,392) and not go over. Klehr seconded. Motion approved.

Overview of grant panels process. Review groups met publicly and shared perspectives on various reviews. Blind discussion/scoring, meaning no discussion of specific scores took place during the grant panel reviews.

Final score listed is a composite of the review panelists scores. Based on those scores, Web Grants then uses an algorithm to generate a recommended funding amount. Funding recommendations listed are based only on the formula-generated percentage that is then applied to the applicant's requested funding amount; funding recommendations listed do not relate to project budgets, organization's income, etc.

As the Commission reviews each funding recommendation, Commissioners can "flag" a project for later discussion. The procedure from the last grants cycle was that a project must receive 2 flags from Commissioners to be revisited. Kolar moved to maintain the 2-flag procedure. Williams-Maclin seconded. Motion approved.

Reviewed the list of grant applicants and recommended funding. Flags:

13563 – Morgan, Kolar

13582 – Morgan, Miquelon

Currently unfunded groups (taken as an entire group) – Klehr, Miquelon

Flags raised to adjust funding percentages across the entire group, not necessarily about the projects themselves. Discussion among the group to adjust the percentages in order to fund as many groups as possible. Kolar moved to cap funding ceiling at 68% and floor at 38%. Klehr seconded. Motion approved.

Additional discussion about unfunded groups. Question/concern raised about half of the Theater groups not being funded. Discussion among the group about the Theater review panel. Panelists were engaged and thoughtful, gave thorough explanations for low scores and had strong discussion during the review panel. Also emphasized again that panelists only discuss applications, do not score together. While some theater groups were among the lowest scores, those that were funded were among the highest scores, so not necessarily an issue with mismatched scoring practices. Could in the future reinstate having each panelist score the same sample grant application to level-set; something to revisit for future grant cycles.

Additional discussion about special case funding for organizations. Williams-Maclin moved to fund First Act Children's Theatre as an exception at 38%. Klehr seconded. Motion approved.

Commission also reiterated that these are all worthy organizations, but this doesn't change the amount of funds available to distribute this cycle. Recommended that notes and comments for all funded and unfunded applications be distributed to applicants in order to help them improve their applications in the future. Confirmed that this will be the procedure, and applicants are also able to contact Mark Fraire with any questions.

Final amount recommended for distribution: \$84,490. Miquelon moved to divide the remaining money (\$902) up evenly among all awardees. Group reminded about the potential award of a Capital request that the Executive Committee must decide on that

could use up the rest of the funds (to be discussed at a separate meeting). In consideration of this, Klehr amended Miquelon's motion to divide the remaining funds up evenly among all awardees if the Capital request is not approved by the Executive Committee. Morgan seconded. Motion approved.

Klehr moved to approve recommended funding amounts. Morgan seconded. Motion approved.

Final spreadsheet of approved recommendations sent out to all Commission members. Cultural Affairs office will draft the Press Release and send to Commission members for review.

Work Group convening soon to review grant review panel scoring rubric and other challenges facing panel members for future grants cycles. Topic of taking grant application improvements from year to year into consideration when scoring grant applications recommended for future discussion.

Other Actions

Discussion of e-mail etiquette/procedures for streamlined communications among Commissioners. DABL wrap-up meeting scheduled for tomorrow (10.19.16). Overall the event was a success. Waiting on final tallies of works sold/dollars earned.

D. Presentations

No Presentations given

E. Reports to Committee

No Reports given

F. Future Meeting Items and Dates

November 16, 2016 at 5pm CCB-RM-421

G. Public Comment on Items not on the Agenda

H. Such Other Business as Allowed by Law

I. Adjourn

Morgan motioned to adjourn at 6:35pm. Klehr seconded.

Minutes respectfully submitted by Taeli Turner.