



Dane County

Minutes - Final Unless Amended by Committee

Arts and Cultural Affairs Commission Executive Committee

Friday, August 29, 2025

8:30 AM

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

A. Call To Order

Present: Chair Ritcherson, Vice Chair Puleo Moyer, Supervisor Rose,
Commissioner Klehr

Excused: Commissioner Miquelon

Staff: Mark Fraire

Quorum was established.

Call to order at 8:30 a.m.

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

Excused 1 - MARCIA MIQUELON

B. Consideration of Minutes

[2025](#)
[MIN-256](#)

[MINUTES FROM THE 08/01/2025 ARTS AND CULTURAL AFFAIRS
EXECUTIVE COMMITTEE MEETING]

Attachments: [2025 MIN-256](#)

Chair Ritcherson requested the following edit to item C.: “Although an official recommendation was made, and there was consensus among the Executive Committee, no formal action was taken.”

A motion was made by Klehr to approve the minutes from the 08/01/2025 Arts and Cultural Affairs Executive Committee Meeting, seconded by Puleo Moyer.

The motion to approve the minutes as amended was carried unanimously by a voice vote.

C. Update on 2025 Cycle 2 Preparation

1. Number of grant applications (by discipline), dollar amount of requests

Project Grant applications by discipline include: 2 Local History (\$10,500), 5 Theater (\$23,325), 5 Visual Arts (\$18,083), 6 Dance (\$25,350), 11 Arts in Education (\$49,674), 12 Multidisciplinary Arts and Culture (\$42,264), and 21 Music (\$86,192).

2. Number of short order grants, dollar amount of requests

5 eligible Short Order grant applications were received, totaling \$4,450 in requests.

3. Percentage of budget allocation for short order grants/recommendation (action item)

Dane Arts staff recommends a budget limit of \$2,225 for short order grant awards. This number reflects 50% of 2025 Cycle 2 short order requests.

4. Number of capital grants, dollar amount of requests

- 7 eligible Capital grant applications were received, totaling \$15,879 in requests.

- The Capital Grant budget is not to exceed 5% of total available funds in any given cycle.

5. Anticipated 2025 cycle 2 budget (overall)

- 2025 Cycle 2 total available funds equal \$97,262

- Final budgets for each funding opportunity will be outlined during the September 8th commission meeting.

6. Projected number of panel review teams needed, progress

62 project grant applications are divided into 6 panels (5 reviewers / panel). Each panel will review 10-11 applications. Dane Arts staff has recruited the 30 panelists required, and the six panel dates are set.

D. Recap “Appointments” meeting with Jennifer Schutz

1. Realign commissioner term start/expiration dates

Schutz will consult with Corporate Counsel about adjusting commissioner term start/expiration dates to ensure no more than one third of commissioner terms expire on the same date.

2. Filling vacant positions, renewal process

- Chair Ritcherson met with Executive Assistant Jennifer Schutz regarding the Dane Arts Commissioner appointment process.
- Dane Arts staff will make recommendations to the County Executive for incoming commissioners based on the current needs of the commission.
- Commissioner term renewals must be approved by the County Executive.

3. Institute commissioner position numbers

E. Dedicated FODA/Dane Arts Position

- Chair Ritcherson discussed the merit of implementing a dedicated Friends of Dane Arts position on the Dane Arts Commission.
- Director Fraire recommended discussing the possibility with Corporate Counsel to ensure no conflicts exist.

F. Branding Committee Composition

- Chair Ritcherson and Vice Chair Puleo Moyer met to discuss Dane Arts branding efforts.
- Chair Ritcherson pointed out that the work of Commissioners McKinney, Curet and Vice Chair Puleo Moyer are related to branding.

G. Events Update

- Commissioner Klehr added fall Dane Arts supported and produced events to the events spreadsheet and sent to all commissioners.
- Potential opportunities for increasing commissioner attendance at Dane Arts supported and presented events were discussed.

H. Executive Director's Report

1. Budget reduction update (action item)

Director Fraire provided an outline of \$50,000 in proposed budget cuts as requested by the County Executive. Final budget cut numbers are still to be confirmed.

2. 50th anniversary grant

Other Activities:

- The DABL Art Market will take place on Saturday, September 13th with approximately 30 artist vendors, music, food carts.
- Director Fraire is also helping recruit artists for the True North Art Fair at the Mallards field on Saturday, September 27th, 3 - 8 PM.
- The 2026 Dane Arts Calendar and Poster are in production with an artist reception in October. Dane Arts will also present an art exhibit of the 2026 artists at Aubergine Gallery November - December of this year.
- Dane Arts is holding a pop-up art market in collaboration with Aubergine December 5th - 6th.
- Director Fraire is meeting with various Dane County department heads to discuss collaborating.
- Planning is underway for Business of Art activities in 2026.
- Director Fraire secured a beautiful piece of artwork from Tom Jones to display at the entrance of the City-County Building as part of a Ho-Chunk land acknowledgement.

I. Future Meeting Items and Dates

1. September 8th Commission Agenda:

- Roll call, establish quorum
- Approve June 16, 2025, meeting minutes (action item)
- Presentation Group - Augusta Brulla, 2025 Cycle 2 overview
- Approve Grants Process Improvement Recommendations (action item)
- Approve revised October meeting date
- Areas of Focus Reports
- Dane Arts Calendar of Events

2. Other

None.

J. Public Comment on Items not on the Agenda

None.

K. Such Other Business as Allowed by Law

None.

L. Adjourn

A motion was made by Vice Chair Puleo Moyer to Adjourn.

Meeting adjourned at 9:30 a.m.

Minutes respectfully submitted by Augusta Brulla pending commission approval.