

KAREN KRIEGER
DIRECTOR

SALT LAKE CITY CORPORATION
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT
SALT LAKE CITY ARTS COUNCIL

RALPH BECKER
MAYOR

ERIC D. SHAW
DEPARTMENT DIRECTOR

BOARD MEETING MINUTES
December 11, 2013
Art Barn in Reservoir Park

PRESENT: Cannon Tarbet Mike Colby
Linda Hunt Whitney King Hyans
Matthew Allred Chad Whittaker
Kerri Hopkins John Johnson
Megan Hallett Michael Braxton

Staff Members

Karen Krieger, Executive Director
Kelsey Ellis, Assistant Director
Roni Thomas, Public Art Program Manager
Michelle Madsen, Office Facilitator
Matt Ostasiewski, Program Assistant
Deanne Coles-Christensen, Gallery Assistant

EXCUSED: Kara Hetrick
Helen Peters
John McCarthy
Eva Rinaldi
Richard Jaramillo
Kandace Steadman

GUEST: Katherine Lewis, Salt Lake City Attorney

I. Call to Order/Approval of the Minutes

Mr. Cannon Tarbet called the meeting to order at 5:30 pm. Ms. Kerri Hopkins moved that the minutes from the November 13, 2013 meeting be approved. The motion was seconded by Ms. Whitney King Hyans and passed unanimously.

II. Executive Committee

Ms. Katherine Lewis, with the Salt Lake City Attorney's office, gave an introduction of her role and relationship with the Salt Lake City Arts Council. As a City Attorney, Ms. Lewis is representing the Community and Economic Development Department. Ms. Lewis will be

performing our open and public meetings training and working with Ms. Karen Krieger on any legal issues that may arise.

Ms. Karen Krieger presented the program planning updates. The Living Traditions program planning stakeholder meeting was held December 3, 2013. She reported there were robust and informative conversations at the meeting and that it was very productive. A summary of the meeting will be sent out when completed. The Twilight Concert Series program planning meeting will take place on December 16, 2013 and a meeting summary will be sent to board members.

Ms. Krieger introduced Matt Ostasiewski to the board. Mr. Ostasiewski has been involved with the Living Traditions Festival and the Twilight Concert Series for about five years. He will be booking artists and generally assisting with both programs this year. Ms. Krieger introduced Deanne Coles-Christensen, the new part-time gallery assistant. Ms. Coles-Christensen has great experience in gallery presentation and the retail world and will be assisting the Arts Council with general facility operations aside from being a gallery host.

Ms. Kerri Hopkins reported that she attended the ZAP Reauthorization Committee meeting in place of Mr. Tarbet. Ms. Hopkins updated the group on the purpose of the meeting. The ZAP program is up for reauthorization next year and the committee is assessing the program and creating strategies for seeing that it gets reauthorized in the legislature and through the County processes. The next meeting will be held in April 2014 and there will be a more clear plan of the campaign laid out then.

III. Budget Update

Ms. Krieger updated the board on the status of sponsorship collection from the Twilight Concert Series 2013. There is about \$25,000 left to be collected from sponsors, which is substantially down from the last update of \$90,000. She and Ms Ellis will continue working to collect those funds.

IV. Committee Reports

Ms. Krieger presented the finance report, in Mr. Richard Jaramillo's absence. Mr. Jaramillo had some questions about the budget and about the audit. First, in the audit our revenues were double in our final budget from what they were in our original budget. The original budget did not include the in-kind contributions, so in the final budget, the in-kind contributions were added to each program budget. Second, Mr. Jaramillo asked about revenue collections in contracted services. This belongs to the public art program which is a reimbursable program.

V. Staff Reports

Ms. Kelsey Ellis reported that we have tentatively been approved for our NEA grant and a grant has been submitted to the Sorensen Legacy Foundation, both of these will be for the

Living Traditions Festival. There is a mini grant deadline on January 27, 2013. The Grants Committee will meet before the February board meeting if applications are received. There was one organization that did not complete their final evaluation report for their 2012-2013 grant award. The final payment of \$1,000 will be kept and applied to the mini grant awards in 2013-2014. The 2014 first quarter newsletter will be coming out at the end of this month.

Ms. Roni Thomas reported that the Design Board met December 10 to select the artists for the Marmalade Branch Library and the recommendation was sent to the Mayor for approval. The deadline for the Flying Objects entries will be mid January and the committee will be looking for 12 artists. The call for entries for UPAC will go out in early January and has a public art budget of \$784,000. Ms. Thomas is putting together an RFQ to pre-qualify artists for a public art artist pool. This will give artists an opportunity to build a portfolio and allow for a quicker artist selection process for smaller projects. The Hoberman Arch, from the 2002 Olympics, has to be moved from its current site at the University and the Public Art Program has been tasked with helping to find a new home for the Arch.

Ms. Michelle Madsen reported that she has been working on various project within QuickBooks and with filing processes. Ms. Madsen has entered the adjusting journal entries from the audit into QuickBooks and is also working on entering the Arts Council budget into QuickBooks.

Ms. Krieger informed the board that there is a finance committee agenda item for Mr. Jaramillo. Mr. Jaramillo is intending to call a meeting of the committee in January to review the draft 990 and then a recommendation can be given to approve the 990 at the February board meeting. There will not be a January board meeting. The Holiday Craft Show has been very successful so far this year.

VI. Arts Events Discussion/ Coming Events

VII. Public Comment

VIII. Other Business/Adjourn

The meeting adjourned at 6:30 p.m.