



Arts Council Board Meeting Agenda

January 9, 2025 – 5:30 to 7:00 PM

Art Room at SSL Community Center –2530 S 500 East

1. Attendance and Introductions

- a. Members Present: Cherie Wood, Charlotte Bacon, Sharla Bynum, Brad Slaugh, Erik Ostling, Sharen Hauri
- b. Members Absent:
- c. Others Present: Jenny Diersen, , Leslie Jones, Jody Engar, Joy Glad
- d. Introduction: Jenny Diersen, RDA Senior Program Manager
 - i. Jenny is new and is focused on supporting city events, including MuralFest and Craftoberfest
 - ii. She is an artist by training (pottery and watercolor)
 - iii. Former education director at Kimball Arts non-profit. Also worked for Park City municipal doing special events and economic development programs

2. Arts Board Business - Cherie Wood

- a. New Business
 - i. 11.13.24 draft meeting minutes –
 - 1. Motion to approve-Miranda, Second-brad. Unanimous vote yes.
 - ii. New Board members - Nominations and approvals
 - 1. Charlotte Bacon, resident – nominee
 - 2. Motion to approve-Brad, Second-Miranda. Unanimous vote yes.
 - 3. City Council position — Sharla Bynum. Waiting on council election, acting as interim position for Natalie Pinkney (elected to SL County Council, so resigned from SSL City Council
- b. Continued items: none
- c. Business for next meeting:
 - i. FY 26 Budget

3. Discussion Items

- a. **Training:**
 - i. Board Responsibilities and Duties: Sharen Hauri
 - ii. Board Bylaws: Sharen Hauri
 - iii. Required Trainings by the Utah Office of the State Auditor. Free, online courses. Please complete independently and download and email your completion certificate to me upon finishing.
 - 1. [Governmental Non-Profit Board Member training](#).60 min training includes:
 - a. Introduction
 - b. Introduction to Budgeting

- c. Government Records Access Management Act (GRAMA)
 - d. Separation of Duties
 - e. Ethics and Nepotism
 - f. Fraud Prevention and Auditing
 - 2. [Open and Public Meetings Act Training](#). 15 minute training.
- iv. Board Officers: Sharen Hauri
 - 1. Chair: Cherie Wood
 - 2. Clerk: Sharen Hauri
 - 3. Treasurer: Finance Director Crystal Makin
- b. **Arts Council Strategic Plan:** Jody Engar
 - i. Survey results released January 22
 - ii. Community outreach – finish by July
 - iii. Architects starting next month.
- c. **Communications Report:** Jody Engar
 - i. Added MuralFest videos to the city's YouTube channel. Showed the 2024 video
 - ii. Still overhauling website with support from Elisha
 - iii. Please turn in your board photos and bios to Elisha for the website
 - iv. Will be hiring a local artis, JetPark Johnson to message the MuralFest event
- d. **Budget Report:** Sharen Hauri and Jody Engar
 - i. FY25 budget shared. See attached
- e. **Mural Fest:** Artist Finalists: Jody Engar
- f. **Sponsorships:** draft MuralFest sponsor packet
 - i. Draft is ready. If you have suggestions for who to approach, please share.
 - ii. SunBelt Rentals and Kilby Block Party are committed sponsors.
 - iii. Looking for donated space for Mural talk and artist gatherings.

4. Action Items

- a. **Board:** Complete Board paperwork and training
 - i. Commitment Letter
 - ii. Conflict of Interest Form
 - iii. [Governmental Non-Profit training course](#)
 - iv. [Open and Public Meetings Act Training](#)
- b. **Staff**

5. Arts Council Schedule 2025 – *Italicized dates/times* are tentative

January 9	5:30-7:00 pm	Board Meeting – Topic: Strategic Planning
<i>March 22</i>	12:00–4:00 pm	Makers Market @ Historic Scott School
April 10	5:30-7:00 pm	Board Meeting – Topic: FY26 Budget
May 8	<i>6:00 pm</i>	Mural Fest – Mural Talk artist panel and National Mural Awards

May 10	1:00-6:00 pm	Mural Fest – Mural Walk
August 14	5:30-7:00 pm	Board Meeting – Topic: <i>Fundraising</i>
<i>August 21-24</i>	Day + Evening	Grid City Music Fest
October 4	1:00-6:00 pm	Craftoberfest
November 13	5:30-7:00 pm	Board Meeting – Topic: <i>Annual Meeting</i>

6. Public Comments : non

7. Adjorn: motion by Brad, second by Eric, unanimous yes.

8. Agenda Attachments

1. DRAFT Meeting Minutes 110624
2. Board of Directors Information
 - a. Board Bylaws
 - b. Little Manual for Local and Special Service Districts
 - c. Public Employees Ethics Act Table
 - d. Public Notice Requirements
3. Board of Directors Paperwork
 - a. Board Commitment Letter
 - b. Conflict of Interest Statement Form
4. FY 25 Budget



Arts Council Board Meeting Minutes - Annual Meeting

November 14, 2024 – 5:00 to 6:30 PM
SSL Community Center Co-Op – Art Room

1. Attendance

Board Present: Cherie Wood, Miranda Hawkes, Erik Ostling, Brad Slauch,

Staff Present: Elisha Freitas, Sharen Hauri

Board Absent: Natalie Pinkney, Leslie Jones

2. New employee introduction - Elisha Freitas, Arts Council Intern. 6+ month position

3. Arts Board business - Sharen Hauri

a. Voting Agenda

i. 9.5.24 meeting minutes - Approved.

1. Cherie Moves, Brad Seconds, Unanimous Aye vote, motion passes

ii. 2025 meeting schedule - Adopted.

1. Cherie moves, Brad seconds. Passes - all ayes

iii. New Board members - No nominations to consider.

b. Board Meeting Schedule 2025 - All meetings at the Art Room. **Key topics**

- | | | |
|----------------|--------------|---------------------------|
| i. January 9 | 5:30-7:00 pm | <i>Strategic Planning</i> |
| ii. April 10 | 5:30-7:00 pm | <i>Budget</i> |
| iii. August 10 | 5:30-7:00 pm | <i>Fundraising</i> |
| iv. November 6 | 5:30-7:00 pm | <i>Annual Meeting</i> |

c. Board members nominations

- i. Resident position - nominee retracted acceptance due to change in circumstances. Jorge Rojas suggested as nomination or supporter (is he still living in the city?)
- ii. City Council position
 1. Natalie Pinkney resigning to take new position on County Council
 2. Sharla Bynum interested. Will be voted on by the Council in January.

- d. Board member terms: Confirm your start and end dates
 - i. Brad - May 24, 2023
 - ii. Erik - Fall 2022
 - iii. Miranda- Fall 2022
- e. 2024 Accomplishments - See draft annual report
- f. FY 2025 Budget report - postponed to January

4. **Arts Council Event Schedule 2025** - All dates tentative

- a. *TBD February* Midwinter Int'l Makers Market
 - i. Board discussion: use connections through Celebrate SSL. Check out Art Access. Talk to IRC. Can this be a part of Juneteenth.
- b. May 10 1:00-6:00 pm Mural Fest
- c. October 4 1:00-6:00 pm Craftoberfest
- d. *August 22-24* all day Grid City Music Fest
 - i. Board Discussion: Do our events make money? No and that isn't the goal. Lots of marketing benefits and opportunities for artists/creators to benefit. Sponsorships help a little and trying to ensure they are net benefit.
 - ii. City is reorganizing events, exploring purpose and activities to get more bang for our buck.
 - iii. We will put events on Google Calendar for Arts Council board

5. **Arts Council Strategic Plan:** Sharen Hauri

- a. Survey and outreach
- b. Timeline - January 22 12 noon on zoom - report back - Board invited to attend

6. **Arts Council Annual Report:** Sharen Hauri

- a. Draft Annual Report - Presented current version. Will finish final sections and send to board for comments. Goal to present to City Council in Dec/Jan.
- b. Next year - Rotating Community Center Art Gallery by Arts Council in 2025

7. **Communications** - Elisha Freitas

- a. Board member bios, photos and website update. Please send your photo, etc.

Elisha will be reaching out. The website is getting an overhaul and info refresh.

8. **January Meeting Agenda**

- a. Voting items: Minutes, Board member nominations.
- b. Board Commitment letter/information

- c. Bylaws review.
- d. Sponsorships
- e. Events

Account Number	Account Title	2024-25
		Fut Year Budget
10-68-865-08	DWS SAQ ELEM HNM-PROF/CONTRC	3,200
10-68-867-01	DWS TAP TEEN UICS-SALARIES	56,715
10-68-867-02	DWS TAP TEEN UICS-BENEFITS	15,776
10-68-867-03	DWS TAP TEEN UICS-SUPPLIES	1,200
10-68-867-04	DWS TAP TEEN UICS-PROF DEV	750
10-68-867-07	DWS TAP TEEN UICS-EQUIPMENT	600
10-68-867-08	DWS TAP TEEN UICS-PROF/CONTRCT	2,100
10-68-868-01	DWS SAQ ELEM LINCOLN-SALARIES	48,440
10-68-868-02	DWS SAQ ELEM LINCOLN-BENEFITS	9,462
10-68-868-03	DWS SAQ ELEM LINCOLN-SUPPLIES	1,700
10-68-868-04	DWS SAQ ELEM LINCOLN-PROF DEV	1,700
10-68-868-07	DWS SAQ ELEM LINCOLN-CELL/COM	640
10-68-868-08	DWS SAQ ELEM LINCOLN-PROF FEE	3,200
10-68-869-01	DWS TAP TEEN GPJH-SALARIES	79,755
10-68-869-02	DWS TAP TEEN GPJH-BENEFITS	18,541
10-68-869-03	DWS TAP TEEN GPJH-SUPPLIES	1,200
10-68-869-04	DWS TAP TEEN GPJH-PROF DEV	750
10-68-869-07	DWS TAP TEEN GPJH-EQUIPMENT	600
10-68-869-08	DWS TAP TEEN GPJH-CNTRCT/PROF	1,000
10-68-870-01	DWS SAQ ELEM OLENE W-SALARIES	48,440
10-68-870-02	DWS SAQ ELEM OLENE W-BENEFITS	9,462
10-68-870-03	DWS SAQ ELEM OLENE W-SUPPLIES	1,700
10-68-870-04	DWS SAQ ELEM OLENE W-PROF DEV	1,700
10-68-870-07	DWS SAQ ELEM OLENE W-CELL/COM	640
10-68-870-08	DWS SAQ ELEM OLENE W-CTRCT/PR	3,200
10-68-876-01	UNITED WAY-PERSONNEL	121,292
10-68-876-02	UNITED WAY-BENEFITS	60,645
10-68-876-03	UNITED WAY-TRAVEL/TRANSPORT	3,500
10-68-876-04	UNITED WAY-OUTREACH MATERIALS	10,000
10-68-876-06	UNITED WAY-OTHER	12,839
10-68-884-00	PRIVATE GRANTS	677,055
10-68-886-01	BB TECH OPERATIONS-SALARIES	41,400
10-68-886-02	BB TECH OPERATIONS-BENEFITS	18,000
10-68-886-06	BB TEEN TECH OPERATIONS-CELL	600
10-68-888-01	BB TECH CENTER C2C-SALARIES	41,000
10-68-888-02	BB TECH CENTER C2C-BENEFITS	11,500
10-68-888-03	BB TECH CENTER C2C-SUPPLIES	2,400
10-68-888-04	BB TECH CENTER C2C-TRAVEL	3,500
10-68-888-06	BB TECH CENTER C2C-EQUIPMENT	600
10-68-888-07	BB TECH CENTER C2C-OTHER	1,000
10-68-892-01	SL CO HEALTH SUD-SALARIES	93,456
10-68-892-03	SL CO HEALTH SUD-SUPPLIES	4,876
10-68-892-05	SL CO HEALTH SUD-PROF DEV	1,000
Total SSL PROMISE:		3,384,500
NEIGHBORHOODS DEPARTMENT		
10-69-110-00	PERMANENT SALARIES	760,000
10-69-120-00	PART-TIME SALARIES	50,000
10-69-140-00	OVERTIME	25,000
10-69-150-00	EMPLOYEE BENEFITS	350,000
10-69-157-00	UNIFORM ALLOWANCE	800
10-69-165-00	EMPLOYEE MEDICAL TESTING	700
10-69-190-00	SERVICE AWARDS	350
10-69-210-00	SUBSCRIPTIONS AND MEMBERSHIPS	3,000
10-69-233-00	TRAINING	7,000

Account Number	Account Title	2024-25
		Fut Year Budget
10-69-235-00	TUITION REIMBURSEMENT	2,500
10-69-240-00	OFFICE SUPPLIES	3,000
10-69-250-00	EQUIPMENT MAINTENANCE	4,500
10-69-250-01	FUEL	1,200
10-69-277-00	TELEPHONE EXPENSE	8,760
10-69-430-00	NEIGHBORHOOD OUTREACH	12,000
10-69-430-01	COMMUNITY CONNECTION	2,500
10-69-430-09	GENERAL ADVERTISE & OPERATING	6,000
10-69-430-10	COMMUNITY GARDEN	10,000
10-69-430-11	CITY NEWSLETTER/OUTREACH	45,000
10-69-430-15	YOUTH CITY COUNCIL	4,000
10-69-530-00	INSURANCE AND BONDS	34,000
10-69-600-00	SUNDRY EXPENSE	1,800
10-69-797-00	EQUIPMENT ACQUISITION	3,000
Total NEIGHBORHOODS DEPARTMENT:		1,335,110

ARTS COUNCIL

10-70-110-00	PERMANENT SALARIES	130,000
10-70-150-00	EMPLOYEE BENEFITS	65,000
10-70-165-00	EMPLOYEE MEDICAL TESTING	150
10-70-190-00	SERVICE AWARDS	350
10-70-210-00	SUBSCRIPTIONS AND MEMBERSHIPS	1,000
10-70-233-00	TRAINING	3,000
10-70-240-00	OFFICE SUPPLIES	1,000
10-70-277-00	TELEPHONE EXPENSE	1,500
10-70-310-00	PROFESSIONAL SERVICES	50,000
10-70-430-00	COMMUNITY OUTREACH	6,000
10-70-430-01	COMMUNITY EVENTS	5,000
10-70-430-09	MAKERS MARKET	3,000
10-70-430-10	MURAL FEST	10,000
10-70-430-11	CRAFTOBER FEST	10,000
10-70-430-15	CELEBRATE SSL	4,000
10-70-430-17	COMMUNITY ART CLASSES	60,000
10-70-430-25	JORDAN RIVER ART CONNECT	3,000
10-70-430-28	PUBLIC ART INSTALLATIONS	120,000
10-70-530-00	INSURANCE AND BONDS	5,000
10-70-600-00	SUNDRY EXPENSE	400
10-70-797-00	EQUIPMENT ACQUISITION	2,000
Total ARTS COUNCIL:		480,400

ANIMAL SERVICES

10-71-110-00	PERMANENT SALARIES	280,000
10-71-140-00	OVERTIME	25,000
10-71-150-00	EMPLOYEE BENEFITS	125,000
10-71-157-00	UNIFORM ALLOWANCE	6,000
10-71-165-00	EMPLOYEE MEDICAL TESTING	2,000
10-71-190-00	SERVICE AWARDS	150
10-71-210-00	SUBSCRIPTIONS AND MEMBERSHIPS	2,500
10-71-233-00	TRAINING	5,500
10-71-240-00	OFFICE SUPPLIES	1,000
10-71-250-00	EQUIPMENT MAINTENANCE	5,000
10-71-250-01	FUEL	27,000
10-71-265-02	SHELTER OPERATING SUPPLIES	20,000
10-71-265-03	PET SUPPLIES/FOOD	20,000