



BOARD MEETING MINUTES
June 12, 2019
Finch Lane Gallery in Reservoir Park

PRESENT: Matthew Castillo Larry Cohen
 Annie Dayton Efren Corado Garcia
 Whitney King Hyans Leah Langan
 Dave Mortensen Katherine Potter
 Eva Rinaldi
 Kanika Welch

Staff Members

Kelsey Ellis, Assistant Director
Wendy Evanoff, Office Facilitator

EXCUSED: Felicia Baca, Arts Division Director
 Richard Jaramillo Cassie Slattery
 Chad Whitaker

GUESTS: Sylvia Richards, Public Policy Analyst, City Council Office

I. Call to Order and Welcome Guests

Ms. Katherine Potter called the meeting to order at approximately 5:39 p.m. and welcomed new board members, Larry Cohen and Kanika Welch and guest, Ms. Sylvia Richards.

II. Approve Board Meeting Minutes

Mr. Dave Mortensen made a motion to approve the minutes from the May board meeting; the motion was seconded by Mr. Larry Cohen and passed unanimously.

III. Management Update

A. Executive Director Updates

1. UNA Board Badge – Through her work with the board over the past few months, Ms. Felicia Baca has earned the Nonprofit Organizational Credential for Board Governance from the Utah Nonprofit Association.
2. City Council Budget presentation – Ms. Felicia Baca, along with the Department, presented the proposed budget for FY 2019-2020. The City Council approved the budget on June 11, 2019.

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3. Staff Update – Ms. Megan Risbon has resigned as the Arts Events Production Manager. Her last day will be June 28. The job description is going to be revised to Arts Events Program Manager and the details of responsibilities will be slightly modified as well. Once approved by HR the job will be posted for applications.

B. Programming Updates

1. Living Traditions: Partial-wrap, Board Feedback – Ms. Kelsey Ellis presented a dashboard with the most recent financial income and expenses for the Living Traditions Festival. She reported there are still a few outstanding invoices that include some of the larger expenses. In addition to the budget there is a complete list of cash sponsors, in-kind sponsors and highlights of the festival. Board members discussed their observations as they were attending the Living Traditions Festival. They were encouraged to email comments and suggestions to Ms. Ellis so they can be captured and included in the wrap notes for next year.
2. Mondays in the Park – On Monday nights beginning July 1, 2019, Mondays in the Park will run through September 9th at the Chase Home Museum in Liberty Park with the exception of the September 9th show which will be at the International Peace Gardens. Many of the artists will be ones that have performed at the Living Traditions Festival.
3. Stakeholder Engagement Phase Two – The Arts Council is continuing work with Jake McIntire from Union Creative Agency to discuss the continuation of Stakeholder Engagement meetings. As part of this next phase staff will be trained with the necessary processes and skills needed to successfully complete ongoing engagement in alignment with the Stakeholder Engagement Plan.

IV. Budget/Financial update

A. Budget approval - Ms. Kelsey Ellis reviewed the proposed budget for FY 2019-2020. She explained there have been a few revisions to the expense and revenue lines after the budget review in May and clarified what those changes are. Ms. Leah Langan made a motion to approve the budget; the motion was seconded by Mr. Efren Corado Garcia and passed unanimously.

V. Board Update

A. Vote on Officers – New officer commitments begin July, 2019 and go through June, 2020. The board Chair is a two year role so Ms. Katherine Potter will continue as Chair through June, 2020. For FY 2019-2020 the elected officers are as follows:

- Dave Mortensen – Vice Chair
- Matthew Castillo – Treasurer
- Leah Langan – Secretary

Mr. Efren Corado Garcia made a motion to approve the Executive Committee; the motion was seconded by Ms. Annie Dayton and passed unanimously.

B. Vote on Board Contract – A Board Member Agreement for the Salt Lake City Arts Council Advisory Board and Salt Lake City Arts Council Foundation Board has been drafted for new board members listing their expected responsibilities and the organization's responsibilities to

- help keep board members engaged. The agreement will be signed by all board members annually to help reaffirm their commitment to the board. Mr. Larry Cohen made a motion to approve the Board Contract; the motion was seconded by Ms. Eva Rinaldi and passed unanimously.
- C. UNA Standards of Ethics – Ms. Katherine Potter reviewed the Utah Nonprofits Association Standards of Ethics. She addressed the topics and the Art Council’s compliance with the Standards of Ethics. The Utah Nonprofits Association requires that every member affirm the Standard of Ethics with a board resolution, and reaffirm its commitment annually.
 - D. Mini Grant Approval – Ms. Whitney King Hyans reviewed the mini grant applications that were discussed in May’s board meeting. She reported that the Grants Committee recommended that NOW-ID be funded and the other grant applicants denied due to lack of detail and clarity on their applications. Mr. Efren Corado Garcia made a motion to approve NOW-ID to be funded; the motion was seconded by Ms. Leah Langan and passed unanimously.

VI. Arts event discussion – Mr. Dave Mortensen informed the board that the Grassroots Shakespeare Company is doing their summer tour. This summer they are touring Henry V and Christopher Clark’s The Little Mermaid: A Shakespearean Tragedy at Sugarhouse Park.

Ms. Annie Davis attended the 2019 Empty Bowls fundraiser Catholic Community Service. Clay Arts Utah donates bowls that are sold to raise money for those experiencing homelessness and hunger.

Ms. Katherine Potter attended her favorite event, the Utah High School Musical Theatre Awards. Hundreds of students from Utah high schools gather to celebrate their achievements, talents, and dedication to the performing arts. Two of the winners go to New York City to compete nationally.

Ms. Kanika Welch reported that the Salt Lake City Library’s free concert series begins June 12. The concerts rotate to different libraries with the first one, Concerts by the Creek, at the Anderson Foothill Branch.

VII. Public Comment - None

VIII. Other business/Adjourn – Ms. Katherine Potter announced that instead of meeting on Wednesday, July 10th, the board will meet at Liberty Park on Monday, July 8th for a brief board meeting and attending Mondays in the Park afterwards.