

**Board Meeting Minutes
November 13, 2019
Art Barn, 54 Finch Lane**

Present:	Steve Barth Efren Corado Garcia Jared Jones Leah Langan Kanika Welch	Matthew Castillo Annie Dayton Susan Koles Rickman Katherine Potter
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Excused: Larry Cohen, Dave Mortensen

Staff Members: Kelsey Ellis, Assistant Director
Natalie Fawcett, Arts Program Manager

Guests: Sylvia Richards, City Council Office
Dana Howell, Osborne, Robbins, Buhler

I. Call to Order and Welcome Guests

Ms. Katherine Potter called the meeting to order at approximately 5:32pm and welcomed everyone in attendance.

II. Approve Board Meeting Minutes

Mr. Efren Corado Garcia made a motion to approve the minutes from the October 4th board meeting; the motion was seconded by Ms. Susan Koles Rickman

III. Budget/Financial Update

A. Current Financial Review

Ms. Kelsie Ellis presented the forecasted budget with updated projections. A highlight includes \$20,000 from National Endowment for the Arts.

B. Audit Review

Ms. Dana Howell of Osborne, Robbins, & Buhler reported that the findings of the audit were standard, including fund balances, operational budgets, and prepaid items.

IV. Management Update

A. Program Updates

Ms. Natalie Fawcett provided information on the following programs:

- Twilight Concert Series: The revenue share increased from 2018. The signing of the 2020 contract with S&S is nearly complete. Salt Lake City Arts Council will provide \$100,000 with no revenue share and maintain top billing as well as programming input. The board and staff discussed future budget implications.

- Busker Fest: In partnership with Primrose Productions, three upcoming mini-busker events will be held December 5, 12, and 19th on Regent Street to coincide with holiday foot traffic. Planning for Busker Fest 2020 will begin soon.
- Brown Bag Concert Series: In an effort to collaborate with the Small Business Development team within Economic Development department, the concert series will be held in new locations such as coffee shops, restaurants, bars, and breweries. Performance schedules will be varied. All musical genres are encouraged to apply though December 13th. Performances will take place the end of January through February.

B. Stakeholder Engagement

Ms. Potter stated a series of stakeholder engagement meetings was held with the arts community and general public. The sessions were facilitated with Jake McIntire of Union Creative and Felicia Baca. Groups included: business community, non-arts nonprofits, other Salt Lake City Corporation departments, and independent artists. Each meeting featured the same format and questions. The purpose of the meetings was to gather data but also to build relationships and awareness within the community. Staff attended meetings as a way to train to facilitate future meetings.

C. Strategic Planning

Ms. Ellis shared that three mini-retreats will be scheduled with the first focusing on vision and core values. The last two will be discussions regarding goals and strategies. Staff will extend an invitation to the board and will also seek feedback via a survey for those who cannot attend. A second full-day retreat will be held in March along with a final mini-retreat to review the plan. The final report will be presented during the June board meeting.

D. The Department Annual report is complete. Copies will be provided at the next board meeting.

E. Flash Projects: three dark weeks were programed into the gallery for groups/artists to apply to utilize the space. Fifteen applications were received, 12 were first-time applicants. Four projects were selected with the first performance scheduled for March. Details will be released soon.

V. Board Update

A. Welcome New Board Members

Ms. Potter welcomed and introduced new board members, Susan Koles Rickman and Steve Barth.

B. New Applications

Michela Buccola will be in front of Council in December and is expected to be on board after the holidays. Kathy Davis will be brought forward for a vote at the December board meeting. The nominating committee is currently reviewing new applications and hopes to reach the minimum required members in the new year.

VI. Committee Reports

A. Grants Committee

Ms. Leah Langan reported on the Mini Grant applications that were reviewed by the grants committee. She reviewed the following four applications:

- 801 Creative Women-An Evening with Utah Creative Women
- Midtown Community Council-Mural Project
- Utah Council for Citizen Diplomacy-Vivaldi by Candlelight
- Utah Council of the Blind-Ceramics Classes for the Blind and Visually Impaired

Three of the four Mini Grant applications were approved and one was denied. Mr. Barth made a motion to approve 801 Creative Women, Midtown Community Council, and Utah Council of the Blind. Mr. Corado Garcia seconded the motion.

VII. Public Comment – no public comment given.

VIII. Arts Event Discussion

SONDERImmersive offered tickets to the board for the immersive dance performance, *Thank you, Theobromine*.

Ms. Kanika Welch attended a performance at Wasatch Elementary based on the book, *Malala's Magic Pencil*.

Mr. Jared Jones had a great experience at the Tumbleweeds Film Festival.

Ms. Potter attended *Mrs. Krishnan's Party* by Utah Presents which was a wonderful, interactive experience.

IX. Other business/Adjourn – The meeting was adjourned at approximately 6:44pm.