

NOTICE OF MEETING AND TENTATIVE AGENDAⁱ



City of Jefferson Cultural Arts Commission

Tuesday, September 22, 2015 ~ 5:45 PM
City Hall, 320 E. McCarty Street ~ Boone-Bancroft Conference Room

TENTATIVE AGENDA

1. Call to Order and Introductions
 2. Approval of Agenda
 3. Approval of Minutes from August 25, 2015
 4. New Business
 5. Old Business
 - a. Missouri Arts Council Grant
 6. Foundation Report
 7. Committee Reports
 - a. Education
 - b. Marketing
 - c. Administration
 - i. Long Range Planning
 8. Next Steps
 9. Dates to Remember
 - a. Next Meeting, October 27, 2015
 10. Adjourn
-

ⁱIndividuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act.

Please allow 3 business days to process the request.

Please call 573-634-6410 with questions regarding this agenda.

City of Jefferson Cultural Arts Commission Minutes
Tuesday, August 25, 2015
Boone/Bancroft Conference Room – John G. Christy Municipal Building
320 E. McCarty Street

COMMISSION MEMBERS PRESENT

Lucia Kincheloe
Don Govang
Lisa Chastain
Suzanne Luther
Cindy Layton
Sarah Smith
Casey Osterkamp
Taryn Prewitt
Lara Underwood
Zak Wilson

ATTENDANCE RECORD

6 of 6
6 of 6
4 of 6
2 of 6
5 of 6
1 of 6
2 of 6
3 of 6
5 of 6
5 of 6

COMMISSION MEMBERS ABSENT

Gara Loskill

2 of 5

COUNCIL LIAISON PRESENT

Laura Ward

STAFF PRESENT

Janice McMillan, Director Planning & Protective Services
Bryan Wolford, Assistant City Counselor

Call to Order:

Meeting was called to order at 5:46 PM by Chairperson Lucia Kincheloe.

Approval of Agenda:

Lisa moved and Lara seconded approval of the agenda, as distributed and amended. The motion carried on a voice vote.

Approval of Minutes:

Suzanne moved and Taryn seconded approval of the July 28 minutes as published. The motion carried on a voice vote.

New Business:

Bryan Wolford, Assistant city attorney, clarified to the Commission that the CAC can refer people to the Foundation, but cannot funnel funds to the Foundation. As a Quasi-Governmental Agency, the Cultural Arts Commission cannot solicit funds, although it can build awareness of fund-raising.

Lucia was concerned that there may have been an inaccurate implication in the News and Tribune concerning Thursday Night Live would receive funding through the MAC (Missouri Arts Council) Grant that the CAC was awarded. Taryn suggested that they could apply for a mini-grant from the CAC.

An RFP, with a deadline of September 5, has been sent out concerning the artwork for the space in front of City Hall. Laura stated that a project like that helps build the gravitas of the

commission. Lucia thanked Laura for her hard work and support on behalf of the CAC in City Council.

Lucia suggested further discussion of the Community Arts Awards should be sent to a Committee, once the long-range plan is discussed.

Old Business:

Lucia reported that Jayme Abbott has sent out the agreements for the beneficiaries of the Missouri Arts Council Grant.

The Foundation Report:

Agreements on the fountain are being finalized. The Foundation is working with Construction and Design. The Splash Park fund-raising is going well. People can like it on Facebook and donate money through the web page.

Committee Reports:

The Education Committee has discovered several possible projects or partnerships. They include: 1) Art for Common ground's garden; 2) Regional , juried, High School Art show with the Impact Council; 3) A catalogue of professional artists who could/would work with the Academy; and 4) Build a strong relationship between the mini-grants and the Education Committee.

The Marketing and Technology Committee has started work on a tri-fold brochure, but they are in need of pictures and quotes that don't involve fund-raising.

The Administration Committee report involved Zak engaging the Commission in a session to begin Strategic Planning. After discussion, the Commission resolved to have each of the three committees examine pertinent sections of the CAC charge in Section 7-607 of ordinance 14489 (Cultural Arts Commission creation).

The division included the following distribution of duties:

Duties A, E, and F under the Education/Outreach Committee,
Duties C, D, and F under the Marketing/Communications Committee,
Duties B, G, H, and I under the Administration Committee.

The Committees will aim their planning towards concrete measures for a two-year range, and three to five year visionary measures.

Lucia thanked Zak for his preparation work and leadership on facilitating the Strategic Planning work.

Commissioners expressed concerns that the reporting of the Attendance Record did not reflect excused absences, and it made newer appointees appear to be absent from meetings that occurred before they were commissioners.

Adjourn:

After announcements, Lucia adjourned the meeting at 7:12 PM.