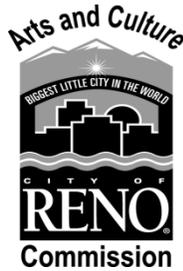


# Reno Arts and Culture Commission

## Special Meeting



**DRAFT SPECIAL MEETING MINUTES**  
**MONDAY, AUGUST 14, 2017 ~ 4:00 p.m.**  
**MCKINLEY ARTS & CULTURE CENTER**  
**BOARDROOM**  
**925 RIVERSIDE DRIVE, RENO, NEVADA 89503**

### **MEMBERS**

Sharon Honig-Bear, Vice-Chair  
Dave Aiazzi  
Doug Erwin  
Dana Hatjakes  
Nettie Oliverio  
Geralda Miller  
Maria Partridge  
Nancy Pearl  
Colin Robertson  
Vacant  
Vacant

Naomi Duerr, City Council  
Liaison

### **1. Call to Order/Roll Call**

Vice-Chair Honig-Bear called the meeting to order at 4:04 p.m. A quorum was not present.

**Members Present:** Sharon Honig-Bear, Dave Aiazzi (contacted by phone at 4:06 p.m., phone contact ended at 4:55 p.m.), Doug Erwin (arrived at 4:07 p.m.), Dana Hatjakes, Nettie Oliverio, Geralda Miller and Maria Partridge

**Members Absent:** Nancy Pearl and Colin Robertson

**Positions Vacant:** Two

**Council Liaison:** Absent

**Also Present:** Megan Berner – Public Arts Coordinator, City of Reno  
Alexis Hill – Arts, Culture and Special Events Manager, City of Reno  
Stephanie Gibson – Program Manager, Nevada Humanities

Commissioner Aiazzi was contacted by speakerphone at 4:06 p.m. A quorum of six members was established.

### **2. Public Comment – This item is for either any General Public Comment or any Action Item Comment and is limited to no more than three (3) minutes per person.**

Stephanie Gibson, Program Manager from Nevada Humanities, made the following public comment:

- Nevada Humanities supports a broad perspective on arts and culture in the community
- Nevada Humanities will soon celebrate its 50<sup>th</sup> anniversary
- It is a time of great growth and opportunity for the region with a desire to also preserve the character of Reno
- Nevada Humanities is about to enter into robust strategic planning and is seeking community engagement
- They support local history, heritage, story-telling and landmarks, culture, artists and writers
- They are seeking creative ways to get input from a broader base of the community
- Nevada Humanities has good tools for communication and supports the RACC in finding new, creative solutions to address the needs of the City

Commissioner Erwin arrived at 4:07p.m.

Ms. Hill and Vice-Chair Honig-Bear suggested that agenda item 8c, a funding request from Nevada Humanities be moved up to follow public comment. The Commissioners agreed to move agenda item 8c to follow public comment.

\* Denotes **NON** action item

## 8. Financial Report and Budget Update (For Possible Action)

- c) Discussion and possible approval of \$5,000 to Nevada Humanities for support of the Literary Crawl occurring September 16, 2017 (For Possible Action)

Ms. Gibson passed out a grant proposal for the Nevada Humanities Literary Crawl and made the following statements regarding this event:

- 2017 will be the fourth year for the Literary Crawl
- This will be the first year that she will be managing this program
- Nevada Humanities has stepped back from several legacy projects and are attempting to reach new audiences
- The crawl has tripled in size since it began and will include regional talent, keynote addresses and new venues
- Nevada Humanities would like to partner with the City for this event
- Reno Poet Laureate Lindsay Wilson will participate in a reading and host a workshop as part of the crawl

The Commissioners held a lengthy discussion regarding approval of funding to Nevada Humanities for support of the Literary Crawl on September 16, 2017.

Discussion by the Commissioners included the following questions and comments:

- Where will the event take place?
  - The event will be held at 12 venues along the California Avenue corridor
- What children's activities will be included at this event?
  - Children's activities will include story times at Sundance Books and highlighting the Young Chautauquans program and performers
- How will the event be advertised?
  - The event will be promoted by KUNR, KCKQ, the Reno News and Review, the Reno Gazette Journal, postcards, e-blasts, newsletters and on social media
- What will the \$5,000 in requested funding pay for?
  - Nevada Humanities is asking for City sponsorship
  - Funding is needed to pay for writers and artists
  - The budget for last year's event was \$30,000; this year's event will have a larger budget
  - There are various levels of sponsorship for this event
- Commissioner Oliverio made the following comments:
  - This event has been supported by the City of Reno through grants in past years
  - She struggled with the idea of City sponsorship without adjudication
  - She felt uncomfortable providing funding to non-profit organizations which come directly to the RACC rather than through the normal grant process
  - There is not room in the current budget for \$5,000 funding towards this event
- Commissioner Erwin felt it was important to create a relationship with Nevada Humanities and that this aligns with the strategic goals for the RACC
- Commissioner Miller was concerned that this event may have limited outreach
- How was the \$5,000 funding amount determined
  - Ms. Hill suggested the \$5,000 amount based on the type and size of this event
- Commissioner Aiazzi made the following comments:
  - There are still unanswered questions from the City regarding Capital Improvement sources for funding
  - The City's rules regarding funding are vague and the RACC may be underfunded by the City

Ms. Hill gave the following response to Commissioner Aiazzi's comment regarding funding questions for the City:

- This matter comes down to whether City Council wants to follow their own rules
- She met with two attorneys and Councilmember Duerr
- The City does not receive any value from abandonments for Capital Improvements

Ms. Hill stated that the RACC may receive an additional \$50,000 of funding from City Council in September, but this has yet to be determined.

Phone contact with Commissioner Aiazzi ended at 4:55 p.m.

Commissioner Erwin made a motion to sponsor Nevada Humanities Literary Crawl at the \$2,500 level. Commissioner Partridge seconded the motion. Discussion on this motion included the following:

- Commissioner Oliverio did not support this motion and commented she would support it at the \$1,000 level
- Commissioner Erwin noted that funding could possibly be pulled from other areas; for example, the \$15,000 towards Artown could be lowered

***It was moved by Commissioner Erwin; seconded by Commissioner Partridge to recommend to City Council RACC sponsorship of the Nevada Humanities Literary Crawl on September 16, 2017 for an amount not to exceed \$2,500. The motion carried: Commissioners Honig-Bear, Erwin, Hatjakes, Miller and Partridge assenting; Commissioner Oliverio opposing; Commissioners Aiazzi, Pearl and Robertson absent and two positions vacant.***

Ms. Hill suggested that the Commissioners focus on the grants process topic in agenda item 4 at this point in the meeting. The Commissioners agreed to move agenda item 4 up to follow agenda item 8c.

#### **4. Discussion and possible approval of revisions to the RACC Grants process, procedures, requirements and allocations of funds (For Possible Action)**

The RACC members held a lengthy discussion on the RACC process, procedures, requirements and allocations for Project and July grants.

Ms. Hill passed out a summary of the Project and July grants for 2017/2018.

Ms. Hill made the following statements regarding this agenda item:

- There was a question if some Commissioners desired changes to the grant process and procedures as soon as possible
- City Council will discuss if additional funding will be provided to the RACC in September
  - If additional funding is granted by City Council, more grant categories can be created
- 365 Grants were rolled into the Project Grant category for 2017/2018
- A smaller number of people applied for grants for 2017/2018
- 2017/2018 Project Grant requirements include the following:
  - Organizations must be non-profit 501(c) (3)
  - An applicant may apply for a Project Grant and a July Grant, but may only be considered for one
  - There is a 1:1 cash match of requested grant funds
  - There are two categories of Project Grant awards:
    - Budget size of \$100,000 or more – Maximum award of \$10,000 or 50% of project cost; whichever is less
    - Budget size of less than \$100,000 – Maximum award of \$5,000 or 50% of project cost; whichever is less
  - The event must take place in the City of Reno and be of benefit to Reno residents
- 2017/2018 July Event Grant requirements include the following:
  - Organizations must be non-profit 501(c) (3)
  - An applicant may apply for a Project Grant and a July Grant, but may only be considered for one
  - An applicant may apply for only one July Grant
  - There is a 10% cash match of requested funds with a maximum of \$5,000
  - The event must be free and open to the general public and take place in the City of Reno during the month of July

Vice-Chair Honig-Bear commented that there is a problem with Project Grants where applicants pad their budget to exceed \$100,000 in order to qualify for the higher maximum award. It was noted that addition of the 365 Grant category into the Project Grants may have contributed to this problem.

Commissioner Miller asked if it was known what percentage of grants went to diverse events. This was unknown. Ms. Hill suggested that grant materials be translated into Spanish. Commissioner Oliverio estimated that 15% of grants went towards diverse events.

Commissioner Oliverio requested a historical listing of grant applicants over the last four to five years.

Commissioner Erwin suggested addition of extra points in grant scoring for events that promote aspects such as racial and cultural diversity and gender equality.

Ms. Hill asked for direction on the grants process from the Commissioners.

Commissioner Oliverio gave the historical background of event grants and why the Project, 365 and July categories were developed. She noted that local artists pay a lot of money to provide free performances at Artown.

The Commissioners made the following comments regarding Artown events:

- Local artists must pay for permits, insurance and other costs for events which are free to the public
- It was noted that the Reno Sparks Indian Tribe dancers who performed at closing night for Artown 2017 did not get paid; they did not want to be paid because it was a community event
- There was a suggestion that organizations be found to match money provided by the City to Artown
- Megan Berner, Public Arts Coordinator, stated that it would be useful to view the budget for Artown events to see where money is spent
- Vice-Chair Honig-Bear commented that there are too many events which take place in July

Commissioner Miller suggested a new opportunity/new artist category for grants.

It was asked why the City does not provide funding for scholarships. Ms. Hill replied that there is concern providing funding for scholarships to organizations who can call it their own. There needs to be a process and program around a scholarship such as for an artist in residency and/or to meet a need in the community. Ms. Hill would like to see a program that supports arts as a solution to issues/problems in the community such as blight.

Commissioner Partridge made the following comments regarding the grant process for Burning Man:

- Grant applicants for Burning Man submit a letter of intent
- A committee reviews the letters and about half of those who submitted letters of intent are invited to apply for a grant
  - Those not invited to apply for a grant are helped in other ways

Commissioner Partridge noted that Burning Man sells tickets, whereas Artown has free events. She suggested that those who do not qualify for RACC grants be helped in other ways.

Commissioner Oliverio stated that the current grant process involves the following:

- A mandatory grant workshop
- Submission of a grant application
- The Grants Committee reviews all the grant applications
  - Each Committee member reviews approximately 12 applications and provides summaries to the other members
  - The Committee members review applications over a period of about three weeks
    - About 40 hours is spent grading grant applications
  - The Committee members then present summaries on all the applications over a two day period where the applications are discussed and grantees are selected
- Committee members are chosen for their specific knowledge

Based on this discussion, Ms. Hill and Ms. Berner will work on a list of suggested changes to the grants process to bring to the September meeting for further discussion.

**3. Discussion and possible approval on a RACC strategic goal calendar and implementation plan (For Possible Action)**

This agenda item was not discussed.

**4. Discussion and possible approval of revisions to the RACC Grants process, procedures, requirements and allocations of funds (For Possible Action)**

This agenda item was moved to follow 8c.

\* denotes **NON** action item

**5. Discussion and possible action on the 2012 Adopted Cultural Master Plan (For Possible Action)**

This agenda item was not discussed.

**6. Discussion and possible recommendation to revise the RACC bylaws (For Possible Action)**

This agenda item was moved to the September meeting.

**7. Discussion and possible approval of a scope of work for the RACC community engagement sessions and needs assessment survey and possible partnerships (For Possible Action)**

This agenda item was not discussed.

**8. Financial Report and Budget Update (For Possible Action)**

- a) Review and possible acceptance of the FY2017/18 Commission Budget Report (For Possible Action)

This agenda item was not discussed.

- b) Discussion and review of the history of the City of Reno Room Tax spending – FY14-FY17

This agenda item was not discussed.

- c) Discussion and possible approval of \$5,000 to Nevada Humanities for support of the Literary Crawl occurring September 16, 2017 (For Possible Action)

This agenda item was moved up to follow agenda item 2.

**9. Announcements not anticipated at notice date (Item for general announcements and information only. No deliberation or action will be taken on this item.)**

Ms. Hill made the following announcements:

- The Space Whale will be opening on Friday, August 18<sup>th</sup>
  - There will also be a reception at Sierra Arts Foundation to follow the opening
- Reno Art Fest will take place on Saturday, August 19<sup>th</sup> and Sunday, August 20<sup>th</sup>

**10. Set Date, Time and Agenda for the next meeting (For Possible Action).**

Ms. Hill announced the following dates for the next meetings of the RACC:

- The next regular meeting of the RACC will be held on Tuesday, September 12, 2017 at 5:00 p.m.
- The next special meeting of the RACC will be held on Monday, September 18, 2017 at 4:00 p.m.

Commissioner Erwin stated that he would not be able to attend the regular meeting on September 12<sup>th</sup>.

**11. Public Comment – This item is for either any General Public Comment or any Action Item Comment and is limited to no more than three (3) minutes per person.**

None.

**12. Adjournment (For Possible Action)**

*It was moved by Commissioner Oliverio; seconded by Commissioner Hatjakes to adjourn the meeting at 5:57 p.m. The motion carried: Commissioners Honig-Bear, Erwin, Hatjakes, Miller, Oliverio and Partridge assenting; Commissioners Aiazzi, Pearl and Robertson absent; and two positions vacant.*

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