

MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS

Cultural Resources Board REGULAR MEETING



Thursday, January 25, 2023 – 5:30 PM, Columbine Room, The Lincoln Center

CALL TO ORDER: 5:33 PM

ROLL CALL

- Board Members Present – Sheri Emerick, Conner Horak-Flood, Vicki Fogel Mykles (Vice-Chair), Audra Vaisbort
- Board Members Remote – Leslie Walker (Chair)
- Board Members Absent – Kelly Barber, Jessica MacMillan
- Staff Members Present – Solara Clark, Cheryl Donaldson Moses
- Guest(s) –

AGENDA REVIEW

- Vicki Fogel Mykles (Vice-Chair) will be facilitating the meeting while Leslie Walker (Chair) participates remotely via Zoom.
- Katy Schneider was unable to attend the meeting. Her agenda item will be removed from New Business.
- The Fort Fund business cards will be discussed under New Business, with Solara Clark providing an explanation.

CITIZEN PARTICIPATION

- Ron Martin attended the meeting to observe.

APPROVAL OF MINUTES

- Approval of December 2023 minutes.
- Vicki Fogel Mykles noted a misspelling on the minutes. “Doner” should be corrected to “donor”. Solara Clark will make this correction.
- Sheri Emerick made a motion to accept the corrected minutes. Leslie Walker seconded the motion. The motion passed unanimously. Approved by roll call, Ayes: Sheri Emerick, Conner Horak-Flood, Vicki Fogel Mykles, Audra Vaisbort, Leslie Walker.

UNFINISHED BUSINESS

NEW BUSINESS

- Fort Fund Business Cards
 - Solara Clark explained the Fort Fund Business Cards that were distributed prior to the meeting.
 - The idea came from Leslie Walker to have an easy way to pass along information about Fort Fund and the Cultural Resources Board. These cards provide a small description of the program as well as a QR code that leads to the Fort Fund website.
 - Each Board member in attendance received five cards each and can request more from Solara Clark.

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- Cheryl Donaldson Moses, Executive Director of Fort Collins Museum of Discovery, City Partner – Introduction
 - Cheryl Donaldson Moses introduced herself to the Board.
- 2024 Special Event Grant: January Deadline – Discussion and Funding Recommendations
 - Solara Clark reviewed the 2024 Special Event Grant: January Deadline Funding Results and explained how scoring and available funds affects the amount funded per application.
 - The Board discussed and reviewed seven 2024 Special Event Grant: January Deadline applications and funding recommendations.
 - The Board took special note to discuss how they can help Fort Fund nonprofit grantees in the future through a variety of topics. Vicki Fogel Mykles noted that discussion should continue during the next New Business Item. The Board agreed and temporarily table discussion.
 - Conner Horak-Flood made a motion to accept the funding recommendations. Audra Vaisbort seconded the motion. The motion passed unanimously. Approved by roll call, Ayes: Sheri Emerick, Conner Horak-Flood, Vicki Fogel Mykles, Audra Vaisbort, Leslie Walker.
- Capacity Building Workshop Series – Brainstorm
 - Vicki Fogel Mykles reviewed the history and reasoning for the Capacity Building Workshop Series that is a part of the 2024 Cultural Resources Board Work Plan.
 - Vicki Fogel Mykles explained the brainstorming document attached to the 2024 January meeting agenda.
 - Leslie Walker and Vicki Fogel Mykles met as Chair and Vice-Chair to start a preliminary list of ideas for the capacity building workshop series.
 - Leslie Walker, Vicki Fogel Mykles, and Solara Clark met to review and refine this list before sending it to the Board.
 - The purpose of this discussion is to review and add any missing topics the Board would like considered for the Capacity Building Workshop Series as well as identify which topic(s) should begin the series.
 - Conner Horak-Flood expressed interest in starting with marketing and grant-writing.
 - Audra Vaisbort expressed interest in starting with marketing.
 - The Board agreed that social media should be added to marketing as a key topic.
 - The Board agreed that branding should fall under marketing.
 - Cheryl Donaldson Moses noted that because of her own professional experience, she believes board development should be the first topic.
 - Sheri Emerick noted that fiscal responsibility and budgeting should be the first topic.
 - It was mentioned that “Fort Fund 101” should be an added topic to the list.

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- Given the diverse range of opinions regarding the initial topic selection for the Capacity Building Workshop Series, the Board agreed to spend time outside of meetings to review and rank topics.
 - Solara Clark will send a list of topics and the Board is asked to review and send back their ranking for each topic.
 - Staff will analyze overlaps and present findings at the February meeting.

DIRECTOR'S REPORT

- Cheryl Donaldson Moses updated the Board on department operations:
 - Cheryl Donaldson Moses updated the Board on the interview process for the Cultural Services Director position.
 - Cheryl Donaldson Moses updated the Board on the Community Center for Creativity renovation.
 - The 2024 Art to Live Grant Program has officially closed applications and is in the process of selecting recipients through a lottery system draw.
 - Cheryl Donaldson Moses passed around the annual reports for Art in Public Places, the Fort Collins Museum of Discovery, and The Gardens on Spring Creek.
 - The Board is asked to review at their leisure.
 - Cheryl Donaldson Moses informed the Board of the upcoming exhibit schedule for the Fort Collins Museum of Discovery.

BOARD MEMBER REPORTS

- Audra Vaisbort attended the Fort Collins Symphony/Friends of the Symphony's Peter and the Wolf family concert.
- Vicki Fogel Mykles attended the Friends of the Gardens on Spring Creek's Garden of Lights event.
- Leslie Walker attended Friends of the Gardens on Spring Creek's Garden of Lights event, an exhibit at the Global Village Museum, and a performance by the Larimer Chorale.

OTHER BUSINESS

ADJOURNMENT:

Audra Vaisbort made a motion to adjourn at 6:54 PM. Sheri Emerick seconded the motion. The motion passed unanimously. Approved by roll call, Ayes: Sheri Emerick, Conner Horak-Flood, Vicki Fogel Mykles, Audra Vaisbort, Leslie Walker.

Respectfully submitted,
Solara Clark
Project Coordinator