

MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS

Cultural Resources Board REGULAR MEETING



Thursday, October 24, 2024 – 5:30 PM, White Pine, Center for Creativity

CALL TO ORDER: 5:34 PM

ROLL CALL

- Board Members Present – Sheri Emerick, Conner Horak-Flood, Jessica MacMillan, Kelly Mosher, Vicki Fogel Mykles, Audra Vaisbort, Leslie Walker
- Board Members Remote –
- Board Members Absent –
- Staff Members Present – Solara Clark, Eileen May
- Guest(s) – Nick Armstrong

AGENDA REVIEW

CITIZEN PARTICIPATION

APPROVAL OF MINUTES

- Approval of September 2024 minutes. Kelly Mosher made a motion to approve the minutes. Sheri Emerick seconded the motion. The motion passed unanimously.
- Approval of October 3, 2024 special meeting minutes. Jessica MacMillan made a motion to approve the minutes. Audra Vaisbort seconded the motion. The motion passed unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

- Grantee Presentation – Howdy Neighbor Events – Nick Armstrong
 - The Board introduced themselves to Nick Armstrong
 - Nick Armstrong is the Executive Director of Howdy Neighbor Events and runs WTF Marketing. Nick presented to the Board about Howdy Neighbor Events' various community events including Fort Collins Comic Con, Fort Collins Startup Week (now founded in FOCO), and Brain Change.
 - There was a question and answer session following the presentation.
- 2024 Cross-Sector Impact Grant: October Deadline – Discussion and Funding Recommendations
 - Solara Clark reviewed the 2024 Cross-Sector Impact Grant: October Deadline Funding Results.
 - The Board discussed and reviewed fourteen 2024 Cross-Sector Impact Grant: October Deadline applications and funding recommendations.
 - The Board discussed the need to clarify the grant guidelines and scoring criteria due to the difficulty some organizations had in aligning with the grant's criteria.
 - Vicki Fogel Mykles made a motion to accept the funding recommendations. Jessica MacMillan seconded the motion. The motion

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passed unanimously.

- Scoring Process Discussion
 - The Board discussed the current scoring process and changes that could be made to improve the current system.
 - There was an emphasis on gaining a greater understanding of each category and what the Board should prioritize in their scoring to create more unity in the process. There was also a request to allow for more scoring time for the Program Support grant, as it is the largest grant category and takes more time to score. Staff will look at the calendar and adjust deadlines to accommodate this request.
 - There was positive feedback about having an additional deadline for comments to be due prior to final scores. Staff will look at incorporating this type of scoring deadline for all grant categories next grant cycle.
 - Staff recommended there be an additional deadline for applicants to be able to submit early for their applications to be reviewed by staff for eligibility concerns. The applicant would then have until the final deadline to make changes.
 - Jessica MacMillan made a motion to support staff in this change to the grant deadlines. Audra Vaisbort seconded the motion. The motion passed unanimously.
- Capacity Building Workshops – Debrief
 - The Board discussed the October 21, 2024 Grant Writing workshop. There were roughly 45 participants and four Board members were able to attend.
 - The workshop received positive feedback. There was a suggestion to include name tags and for participants to introduce themselves at the beginning of the session. Staff will look at incorporating this into future workshops.

DIRECTOR'S REPORT

- Eileen May informed the Board of Department Updates.
 - Final draft of the capacity survey for the Fort Collins creative community will be sent to the Board for review prior to sending to the community.
 - Survey results will be reviewed at the January CuRB strategy session.
 - The newest exhibit (Skin) at the Fort Collins Museum of Discovery is now open. The Bias Inside Us exhibit will open in November. Both exhibits were featured at the Smithsonian Institution.
 - The Cultural Services staff is reviewing the FoCo Creates Masterplan and will be strategizing around the plan's action items.
 - An RFP will be sent out in early January for a department wide organizational assessment to evaluate staffing and budget needs.
 - Cultural Services held a retreat with a consultant on Wednesday, October 23, focusing on team building, reducing "arts emergencies" and improving project management.
 - The Gardens on Spring Creek had a very successful Pumpkins on Parade event.

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BOARD MEMBER REPORTS

- Sheri Emerick attended the Origami in the Gardens exhibit at the Gardens on Spring Creek and the Museum of Art's NEPANTLA exhibition.
- Jessica MacMillan attended Origami in the Gardens exhibit at the Gardens on Spring Creek and the Fort Collins Symphony's most recent two performances.
- Conner Horak-Flood went to the Fort Collins Symphony's Halloween concert.
 - Conner cannot attend the next Fort Collins Symphony concert. Sheri Emerick will take his place.
- Leslie Walker attended some performances at Bas Bleu.

OTHER BUSINESS

- Let Solara Clark know by November 13 if you would like complimentary tickets to "A Classical Christmas by Frission" at The Lincoln Center.

ADJOURNMENT:

Jessica MacMillan made a motion to adjourn at 7:28 PM. Conner Horak-Flood seconded the motion. The motion passed unanimously.

Respectfully submitted,
Solara Clark
Project Coordinator