

# March 21, 2024 In-person business meeting Watermark Art Center, Bemidji 5 p.m. – 8 p.m.

Zoom will be available for those unable to attend in-person.

5:00 p.m. Call Meeting to Order (A. Larson)

Welcome! (A. Larson)

Read Vision / Mission / Norms (Volunteer)

#### **Our Vision**

Creating a thriving arts culture that enhances the quality of life in our communities.

#### **Our Mission**

The Region 2 Arts Council strengthens the presence of the arts by supporting opportunities for arts creation, promotion, and education for the people of Beltrami, Clearwater, Hubbard, Lake of the Woods, and Mahnomen counties.

#### **Our Norms**

- Keep our purpose in front of all we do / orient yourself to the mission and vision
- Stay on task
- Put your ideas on the table honestly
- Speak with integrity and respect
- Refrain from articulating thoughts that undermine others
- Offer solutions

- Consider ideas that support advancement of R2AC's equity, diversity, and inclusivity practices, policies, and initiatives
- Listen with curiosity, respect, and openness to new and challenging ideas
- Provide space for others to speak; avoid verbosity
- Avoid side conversations
- Allow others to speak for themselves, with no pressure to represent or explain for a whole group
- Expect respectful disagreement to occur
- Check-in for perspective outside your own if you suspect that something is getting off-course, instead of shutting down the conversation. (Example: "Does anyone else notice we are getting off track? Does anyone else feel that the way we are speaking is going against our operating norms? I would like to recommend that we continue this item elsewhere or at another time" etc.)
- Ask for clarification- such as "How is that different from what X is saying?"

#### **BUSINESS MEETING**

Call for Additions/Changes to the Meeting Agenda (A. Larson)
Notes:

Motion to Approve FY24 March 21 Agenda as presented/amended (A.

Larson)

Motion Second carried

Call for Additions/Changes to the Feb 22 Minutes (A. Larson)
Notes:

Motion to Approve FY24 Feb 22 Minutes as presented/amended (A.

Larson)

Motion Second carried

# Treasurer/Bookkeeper Report (Sorenson/Colebank)

Presentation of Treasurers Report & Balance Sheet highlights

- Motion to Approve Treasurers Report and Balance Sheet, etc. for Jan &
   Feb 2024 Motion Second carried
- Bookkeeper/Finance Manager Report (Sorenson)

#### **Grants Manager Report** (Alcott)

Artists Engage Community Grant open for Application! Anishinaabe Arts Initiative Grant Review in April

**Grants Committee Report** (Wendler, Turner, Larson, Alcott)

### Nominating Committee Report (Friborg, Boal Leinbach, Seter)

- One-on-one outreach to current Board
- Any Board openings for FY25
- self & other nominations for executive committee
- Updated Board Applications including descriptions

# Policy Committee Report (Colebank, Jackson, Connelly, Seter)

- Sick and Safe Leave in MN
- Grievance Report
- Future topics: discussion of 200 hour vacation carryforward for staff

# Executive Committee Report (Larson, Jackson, Schmidt, Colebank)

- Board of directors' review of Executive Director process
- Other

# **Executive Director Report (Seter)**

- Updated Outreach Coordinator position description/hiring next steps
- MCA Arts Action Week-recap
- More on FRACM Equity Audit with Exposed Brick Theater
- April R2 Board Meeting dedicated to IDI: 3 hour Zoom meeting
- Collaborations, Pride in the Arts exhibitions, relationships
   2 Spirit presentation Wed April 24/Budget Approval needed
- Professional Development for Organizations Budget Amounts available
- Other

# Past / Upcoming Arts Activities of note (All)

#### Other

#### **Community Arts Support Grant Review**

**6:15 -** Call to order **Community Arts Support Grant Intention** 

R2AC CAS operating support funds may not be used to cover an organization's arts programming and project costs. This funding is designated for an organization's operational costs; those costs that support an organization's ability to provide arts programming. An organization's proposal must show both a commitment to the organization's mission and the communities it serves by using this operational support grant funding for operations that support the organization's capacity to offer expanded and/or new arts programming that is accessible and open to the public.

Arts and Cultural Heritage Funds shall not cover costs for activity or operations that have formerly been funded in another way, nor may funds be used to supplant/replace an organization's traditional funding sources. Arts and Cultural Heritage Funds may, however, be used to supplement those funding sources if programming and expected outcomes are new and or expanded.

# Determining Funding Levels for CAS Applicant Organizations Average Annual Expenses under

\$5,000 receive \$2,000/year funding support

#### **Average Annual Expenses between**

\$5,000-\$10,999 receive \$3,000/year funding support \$11,000-\$20,999 receive \$4,000/year funding support \$21,000-\$34,999 receive \$5,000/year funding support \$35,000-\$90,999 receive \$6,000/year funding support \$91,000-\$173,999 receive \$7,000/year funding support

Note: Organizations with FY21 & 22 averaged expenses of \$174,000 and over are eligible to apply for a Minnesota State Arts Board (MSAB) operating support grant, but are NOT eligible for an R2AC Community Arts Support grant. However, we realize that with the gap between our required two most recently completed fiscal years and MSAB's required FY21 & 22, that some applicants fall into a grey area where they it appears they are not eligible for either grant. Please contact us at staff@r2arts.org or call us at 218-751-5447 if this is your situation, and we will consider your eligibility as a special case.

Make sure all panelists can login to see and score grant applications online

Questions on any tech issues or review of how to use Evaluation Form if needed

#### 6:20 Discussion of potential biases and conflicts of interest

#### 6:25 Procedure for Grant Discussion & Review

- Staff will introduce each grant application with grant number, name of applicant, amount requested, and purpose of funding
- Criteria-focused discussion (please remember applicants may be listening be kind)
- Panelists can ask for any part of the application, including work samples, to be displayed as part of the discussion
- No sharing anecdotal information, focus on the application materials only
- Be aware of your biases as they come up, and question them, in order to be fair in your evaluation
- Finalize scores and close evaluation after each application is discussed

#### **Evaluated on the following Criteria (1-5)**

- Sound Management & Fiscal Responsibility
- Commitment to Quality & Excellence in the Arts
- Commitment to Community
- Commitment to Organizational Growth

#### Full, Partial, and No Funding & Vote

(**Note:** Panel discussion is open to the public. Observers will be muted and have cameras off. They will be named Guest 1, Guest 2, etc. to preserve anonymity and prevent bias)

6:30 - Welcome Observers & Go Over Rules

Call for Conflict of Interest

6:45 - FY24 Community Arts Support Grant Review begins

**Total Amount Available:** \$70,000.00 per Fiscal Year **Total Amount Requested:** \$65,000.00 per Fiscal Year

List of applications in the order we will review them:

#### CAS-2024-01 Armory Arts & Events Center - Staffing \$7000 Request

The Funds will assist the Armory Arts & Events Center in its function to serve as a center for arts activity in the Park Rapids area by retaining one part-time, contract staff person.

Motion: Full Partial No Funding Second Carried

CAS-2024-02 Heartland Arts - Art Beat Publication and Sculpture Trail Sponsorship \$5000 Request

Funds will assist Heartland Arts to continue to explore opportunities for arts and culture organizations and artists to engage with residents and visitors in the greater Park Rapids area.

Motion: Full Partial No Funding Second Carried

CAS-2024-03 Northern Light Opera Company - office supplies, insurance, costume storage, newsletters, memberships, internet, social media, and equipment \$7000 Request Funds will be used for administrative and operating expenses incurred by Northern Light Opera Company in carrying out its arts projects.

Motion: Full Partial No Funding Second Carried

CAS-2024-04 Loon Country Arts Collective - Rental of Retail & Office Space \$6000 Request CAS funds will be used to pay a portion of the rent, currently \$840 a month, at Loon Country Arts Gallery, located at 310-4th St., in Bemidji, MN.

Motion: Full Partial No Funding Second Carried

# CAS-2024-05 Bagley Area Arts Collaborative - Space Rental, Website Management and Accounting Costs \$6000 Request

The funds of this proposal will cover the cost of space rental at the Bagley Library, storage rental for arts supplies and props, accounting services, and web site hosting.

Motion: Full Partial No Funding Second Carried

CAS-2024-06 Bemidji Community Theater - Mortgage Payments -\$7000 Request

The funds will assist Bemidji Community Theater to help with our mortgage payments, which will free up that money for program expenses

Motion: Full Partial No Funding Second Carried

**CAS-2024-07 Bemidji Symphony Orchestra - Executive Director Salary - \$7000 Request** Funds will support the employment of the Bemidji Symphony Orchestra Executive Director, who is responsible for all aspects of the BSO's administrative operations, managing fundraising and marketing, and promoting community relations.

Motion: Full Partial No Funding Second Carried

CAS-2024-08 Lake of the Woods Art Guild - Rental of Studio Space - \$4000 request Funds will be used for rent of artist studio space.

Motion: Full Partial No Funding Second Carried

CAS-2024-09 BSU Minnesota Northwoods Writers Conference - Media management & Succession Planning - \$7000 Request

CAS funds will help the Minnesota Northwoods Writers Conference enhance our existing capacity to deliver literary arts programming online and in our regional communities throughout the year.

Motion: Full Partial No Funding Second Carried

CAS-2024-10 Bemidji Chorale - Compensation for Conductor, Accompanist, and Supplemental Musicians -\$3000 request

Funds will assist Bemidji Chorale in compensating a Conductor, Accompanist, and any supplemental musicians relative to concert performances twice yearly in 2024 & 2025.

Motion: Full Partial No Funding Second Carried

CAS-2024-11 Bemidji High School Marching Band Booster Club- \$6000 request

Funds will assist the Bemidji Marching Band Booster Club in ensuring the Bemidji High School Marching Band can travel to and participate in community parades in Bemidji and across the state and has the requisite materials and equipment to do so.

Motion: Full Partial No Funding Second Carried

Ranking and Funding Distribution Results

**Board Approval of Recipients** 

Motion Second Carried

**Meeting Adjourned Time:**