

**MINUTES**

**Quarterly Council Meeting**

**December 12, 2017**

**2:00 – 4:00 pm**

**Arts Council Offices**

**1004 Farnam St.**

**Omaha, NE 68102**

1. **Call to Order Candy Henning, Chair**

Ms. Henning called the meeting to order at 2:08 p.m.

1. **Roll Call**

Present: Patrick Drickey, Ellen Hornady, Heather Schneider, Candy Henning, Kathy LeBaron, Melissa Marvin, Paula Pflueger, Darrel Huenergardt, Sue Roush, and Reven Wright

Absent: Stephen Bader Sherry McClymont, and Harvey Varenhorst

Staff Present: Anne Alston, Launa Bacon, Jennifer Dreibelbis, Mike Markey, Rachel Morgan, Robin Richards, Suzanne Wise

1. **Approval of Agenda**

Ms. Henning asked council members to review the agenda for any additions or corrections.

MOTION: Kathy LeBaron moved to approve the agenda. The motion was seconded by Melissa Marvin.

VOTE: The agenda for the December 12, 2017 meeting was unanimously approved by roll call vote.

1. **Introduction of Guests & Oral Communications**

Erin Sample, Interim Director, Nebraska Cultural Endowment

 The NCE has hired a new Executive Director, Kyle Cartwright. He will start on January 2nd and there will be meet and greet opportunities January 30th in Omaha and Feb 6th in Lincoln. Further details will be announced. Ms. Sample talked about the goals of the organization and where we are at in reaching those goals including a rundown of the current accounts and drawdowns for the 2017 year. She then noted that for the current annual giving campaign they were already at the 110% mark, having collected $11,000 of their $10,000 goal.

 Ms. Wise thanked Ms. Sample for all of her hard work and hoped her the very best for the future.

 Doug Zbylut, Executive Director, Nebraskans for the Arts

Mr. Zbylut then addressed the board and gave an update for Nebraskans for the Arts. He highlighted the work being done during the National Arts Advocacy Day that happen in the spring of 2017. Initiatives are already in the works for the spring of 2018, including Lunch and Learn Sessions as well as legislative breakfasts about Creative Communities.

1. **Oath of Office**

The Oath of office was administered by the council for the new members (Ellen Hornady and Heather Schneider) and those that are starting their second term (Darrel Huenergardt and Sue Roush).

1. **Approval of the Minutes; September 6, 2017 meeting.**

Mrs. Henning asked council members to review the Minutes of the September 6, 2017 Council meeting for any additions or corrections.

MOTION: Mrs. Marvin moved to approve the minutes of the September 6, 2017 council meeting. The motion was seconded by Mrs. LeBaron.

VOTE: The minutes for the June 6, 2017 meeting were unanimously approved by roll call vote.

1. **Ratification of Nebraska Cultural Endowment Board Appointment**

Ms. Wise reported that a new voting director, David Buntain, had been elected to the NCE Board. Ms. Wise went over the process and formal acknowledgement so that the NAC board could vote on his approval.

MOTION: Ms. Pflueger moved to approve Mr. Buntain’s position with the Nebraska Cultural Endowment. The motion was seconded by Mrs. LeBaron.

VOTE: The approval of Mr. Buntain to his position was unanimously approved by roll call vote.

1. **Review from the Financial Report**

# Financial Report

Ms. Pflueger asked Mr. Markey to present the financial report. The Finance Committee met on Wednesday, December 6, 2017 and reviewed the materials behind Tab 2 in the Council Book. These materials come forward to the Council with the full approval of the Finance Committee.

NAC internal accounting must reconcile with the State’s accounting which is published in the Allotment Status Report. The agency’s internal accounting is published in the Appropriation Summary. Mr. Markey reported that all numbers agree in all three of the programs on both publications. Mr. Markey then reviewed the detailed breakdown for each of the programs, found in the Council Packet on pages on pages 2.9 to 2.11. As a point of comparison between the budget and the actual expenditures, Mr. Markey noted that as of the date of the report, October 31, 2017, the elapsed portion of the fiscal year is 33%.

The Administration expenditures detail (Programs 326 & 329) shows that the agency has thus far this fiscal year expended $265,628 or 29% of the annual budget. Mr. Markey noted that the Salaries line was more than 33% because of the retirement payouts for Marty Skomal and Deb Bunting at the beginning of the fiscal year.

The Grants & Initiatives detail (Program 327) shows that the agency has thus far this fiscal year expended $790,430 or 50% of the annual budget. Mr. Markey noted that all grant categories are where they should be at this time of the year.

The Cultural Preservation Endowment Fund (CPEF) detail shows that, to date, drawdowns of earnings from the CPEF equal $409,491. The seventy-percent distribution to NAC Development Corporation for NAC programs equals $286,644. The last reported balance of the fund was $10,046,668 on October 31, 2017. Mr. Markey noted that it is the practice of the CPEF committee, which includes the directors of the Arts Council, Humanities Nebraska and the NE Cultural Endowment, to draw down the earnings from the fund only when they exceed $100,000. For that reason, the committee chose to wait until next month’s report.

1. Budget Reduction Plan

Mr. Markey then explained that the Governor is asking for a 1% reduction per quarter from all agencies for the final two quarters of the fiscal year. In Program 326, this cut will come in Special Initiatives. There will not be as many outreach opportunities. In Program 327, cuts will be made to our Basic Support Grants and Contractual Partnerships. We are asking them to take the cut with us so that they are hopefully compelled to advocate for the arts with their elected officials.

1. Report from NAC Development Corp.

Mr. Markey presented a brief report on the NAC Development Corp and explained that the Council ratifies the appointments to the NAC DC board.

MOTION: Mr. Drickey moved to ratify appointments to the NAC Development Board of Tim Hart, Mark Laughlin, Kathy Kuszak, Kathy LeBaron, Paula Pfueger and Candy Henning. The motion was seconded by Mrs. Wright.

VOTE: The ratification was unanimously approved by roll call vote.

1. **Grant Programs**

Anne Alston provided an explanation of the Arts Education Grants, Arts Project Grants, Annual Series and Events, Artist in Schools, Floating Deadlines, as well as an informal reading of the next panel dates. The board looked over the material presented to them for each grant category and were made aware of the review panelists’ recommendations for funding in each category.

Mr. Drickey asked for help understanding why grantees with a higher score might be receiving less funds for the same grant category than someone with a lesser score. It was explained by Mrs. Alston that a formula is used, made up not only of the score but the requested amount and the number of grants being looked at for funding in a given category.

After a full discussion of each panel and each panel’s recommendations, a series a votes were taken to approve the recommendations.

MOTION: Mr. Huenergardt moved to approve the funding recommendation for the grant application from Metro Community College. The motion was seconded by Mrs. LeBaron. Melissa Marvin abstained from voting

VOTE: Approval of funding for Metro Community College was unanimously approved by roll call vote.

MOTION: Mrs. Marvin moved to approve the funding recommendation for the grant application from Omaha Conservatory of Music. The motion was seconded by Ms. Pflueger. Heather Schneider abstained.

VOTE: Approval of funding for the Omaha Conservatory of Music was unanimously approved by roll call vote.

MOTION: Ms. Roush moved to approve the funding recommendation for the grant applications from all other organizations. The motion was seconded by Ms. Pflueger.

VOTE: Approval of all other grants was unanimously approved by roll call vote.

1. **Reports and Discussion Items**

Mrs. Henning gave a quick thank you to the staff and board before turning the floor over to Mr. Markey who gave an update on the security measures we have put into place, including a new front door buzz-in system and the docking station for the conference room iPad.

Mr. Markey then updated the board on the decision to go with Foundant and Razor’s Edge for our new grant and contact tracking systems. Pearl has become old and outdated and hard to use.

Ms. Wise gave a brief update on the Governor’s Arts Awards. She remarked that since none of the money to pay for the awards ceremony comes from the state fundraising efforts will be made. These efforts will be tailored to the specific winners so once we have that list finalized, a plan for fundraising will be made.

1. **Programs**

Launa Bacon stepped forward and gave a report on the new 1% for the Arts website that has some really fantastic features such as being able to pull up a map and find art that is nearby, as well as a full listing of public art available throughout the state.

Rachel Morgan gave a summary of the Nebraska 150 Bus Grant program. She showed the videos that Jared Kennedy made of the kids traveling to their different locations.

Anne Alston then made the board aware of a project that the NAC staff is helping with. The Educational Services department out of Fremont has been given some grant money to initiate a project that will help arts teachers earn a master’s degree. This project is still in the very early phases so more updates will follow.

1. **Other Business**

No other business was reported at this time.

1. **Adjournment**

MOTION: Ms. Roush moved adjourn. The motion was seconded by Mrs. LeBaron.

VOTE: The motion to adjourn was unanimously approved by roll call vote.

Ms. Henning declared themeeting adjourned at 3:43 p.m.

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