

Meeting Minutes
 November 15, 2017

<u>Member</u>	<u>Present</u>	<u>Absent</u>	<u>Member</u>	<u>Present</u>	<u>Absent</u>
Jeff Zeeman, Chair	X		Marsha Semmel, Vice Chair	X	
David Carlson	X		Alison McNeil		X
Andres Dietz-Chavez	X		Carol Patch	X	
Avery Erskine	X		Leonardo Sarli	X	
Robert Goler		X	Annie Sweeney	X	
Susannah Haworth Dunn	X		Carlos Velazquez		X
Jon Hensley	X		Tina Worden	X	
Betsy Johnson		X			

1. Welcome and Call to Order

Commission Chair Zeeman welcomed members. The regular meeting of the Arlington Commission for the Arts was called to order at 7:10 pm.

2. Approval of Meeting Minutes

Motion to approve minutes from the October 25, 2017 regular meeting was made by Commissioner Sweeney and seconded by Dietz-Chavez. The motion passed with 9 votes for, 0 against, and 1 abstention (Patch).

3. Chair’s Report

- Chair Zeeman reviewed the draft letter about the Cultural Facilities news article “Thinking Outside the Box” with Commissioners.

Motion made to forward the letter (with minor tweaks and corrections) to the County Board was made by Commissioner Hensley and seconded by Commissioner Sarli. The motion passed unanimously.

[Note: It was later determined that the letter should be addressed to the County Manager with copies sent to County Board Members. See Attachment 1 for final draft of letter.]

- Zeeman expressed his thanks and gratitude to Avery Erskine – the Arts Commission’s first Youth Ambassador who will be ending her year-long term. She will present her final project to the Commission at a future meeting.

4. Cultural Affairs Division Chief’s Report

- Director Isabelle-Stark provided an activity report for CAD (see Attachment 2).

5. Grants Committee Report

Commissioner Patch discussed a potential issue related to the FY 2019 Arts Grants process and offered the following additions to the FY 2019 Arts Grants Guidelines: Commissioners were in full agreement.

1. The FY 2018 waiver period for the one-year exemption for a Form 990, 990 EZ or 1099 MISC with an Arlington street address should further be defined as being February 6, 2017 to February 5, 2018.
 2. If an organization applying for an FY 2019 grant meets all criteria in the Intent to Apply phase, but lacks appropriate required Arlington address documentation, that organization shall be given provisional approval to submit their grant application subject to submitting the required address documentation by 5:00 pm on February 5, 2018.
- Commissioners were provided with a Space and Services and Project Grants Workshop for the FY 2019 Grants Program by CAD staff Anne O'Dell and Commissioner Patch. (See Attachments 3,4,5,6,7,8 and 9)

6. Strategy Committee Report

- Committee Chair Semmel reported that the Committee held its first meeting and will begin to develop an outreach approach including talking points and tools. In addition, the Committee will begin to prioritize opportunities for dissemination of the Enriching Lives plan within the County.

7. Public Art Committee

- Commissioner Hensley reported on several projects that have been approved by the Committee (Potomac Yard Land Bay and 750 North Glebe Road).

8. Cultural Facilities Task Force

- Commissioner Sarli reported that the Task Force will be scheduling its next meeting shortly which will include work presented by staff on existing facilities.

9. Update on Local Projects

- Youth Project – No Report.
- Four Mile Run Valley Plan—Commissioner Worden reported that the Working Group is reviewing plans.
- Master Spaces Working Plan (POPS) – Commissioner Sarli reported that documents are still under review.

10. Old Business

- None

11. New Business

- None.

12. Adjournment

The meeting was adjourned at 9:04 pm.