



## MEETING SUMMARY

The Broomfield Cultural Council reviewed the Cultural Affairs SCFD Grant report, reviewed the GoGrants Systems, discussed advice in reviewing the SCFD grant applications, and discussed the SCFD interview process.

## ROLL CALL

Present: Melanie Mulhall, Adam Evaritt, Kim Kennedy White, Deven Shaff, Melissa Islam, Suzanne Carroll, Suzanne Crawford, Pascale Fried

Others in attendance: Roberta Depp, Director of Library Services and Cultural Affairs; Karen Gerrity, Cultural Affairs Manager; Cheryl German, Cultural Affairs Staff; Clara Nulty, SCFD staff; Chippy Cianci, Broomfield Council on the Arts and Humanities, Co-Chair.

## AGENDA MINUTES

### CALL TO ORDER

Meeting was called to order at 6:30 p.m. by Kim Kennedy White, chair.

### APPROVAL OF THE AGENDA AND MINUTES

Agenda was approved by consensus. Adam Evaritt made a motion to approve the minutes as amended. Melissa Islam seconded. The motion passed unanimously.

## REPORTS

### EVENTS ATTENDED

Council discussed events attended including Boulder Chamber Orchestra, Denver Art Museum's Samurai Exhibit, Voodoo Improv Playhouse, Dinosaur Ridge Fundraiser, Legacy High School's Hamlet, WOW Children's Museum Science Exhibit, Global Sound Teen Bands, Rodeo Art Gallery, Ted Vigil, Lantern Parade, Sweeney Todd, and Phamaly.

### STAFF REPORT

Staff will email flyers for May and June programs. If interested, BCC members are welcome to be added to the guest list for any Cultural Affairs event.

Boards and Commissions Dinner on Wednesday, April 27. Also on April 27 at 7p.m., Creative Broomfield presents Norma Johnson's *Poems for My White Friends*.

The City and County of Broomfield is migrating to Google. Please let us know of any issues that may arise.

The Health and Humans Services Building had the Ribbon Cutting on April 22. The new Public Art Installation in the hallway was on display. Several more artworks will be installed in this building.

The documentary American Bear will be shown on May 4 as part of the Creative Broomfield Performance Series. The Summer Concert series will kickoff with Global Sound Studio's Academy of Rock -Local Teen Bands on Friday, June 10 at 6:30 p.m. The Wednesdays on the Waterfront will begin on June 15 at 7 p.m. with the Moses Jones Band.

The next Walk in the Art is scheduled for May 11, 11:30 a.m. at the Broomfield Sculpture Trail. The Public Art Dedication for Flight is May 13 at 4 p.m.

The Broomfield Veteran's Annual Memorial Day Event will begin at 11 a.m. at the Broomfield County Commons.

The Depot Museum restoration will continue with the roof replacement. The Second Annual Knit-In at the Depot Museum is June 18 from 1 - 2:30 p.m. The Broomfield Depot Museum Friends have started their annual Local History Comes Alive Series on the first Wednesdays at the Grange.

Cultural Affairs staff has facilitated the creation of the Broomfield Theatre Company. The group has decided to present the *Importance of Being Earnest*. Auditions will begin soon.

## SCFD REPORT

- SCFD received 250 grant applications. 28 for Broomfield County
- The March SCFD Board meeting included a discussion on increasing diversity and inclusivity in SCFD. The next board meeting will be at the Northglenn Recreation Center on Thursday, April 30.
- SCFD Reauthorization has made it through the Colorado House and will go to the Governor's desk for signing.
- Forms for Council members: non-discrimination, conflict of interest and application compliance agreement
- Financial reviews will be coming the week prior to interviews.

## NEW BUSINESS

### CULTURAL AFFAIRS SCFD GRANT REPORT

#### Background

In 2002, the Division of Cultural Affairs was established to provide and support cultural programs and activities in Broomfield. Cultural Affairs manages the cultural programs and facilities for Broomfield and these include Public Art, Sister Cities, the Broomfield Auditorium and Gallery and the Museum Division as well as the allocation of public dollars for culture.

The Museum Division falls under the Cultural Affairs Division and the Museum Administrator reports directly to the Cultural Affairs Manager. The Museum Administrator is responsible for managing the Broomfield Depot Museum facilities and collection which belongs to the city. She also works closely with the Broomfield Depot Museum Friends, a nonprofit that supports the programs. The Cultural Affairs Manager assists the Broomfield Veterans Memorial Museum nonprofit with the facilities and supports the board of directors.

The mission of Cultural Affairs is to ensure the future of Broomfield as a creative, culturally diverse city and county, open and accessible to artists, to the broadest range of artistic expression, and to the widest participation.

#### Current Grant

The Cultural Affairs Division annually applies the grant funds directly to Auditorium staff salaries. This grant money ensures that the Broomfield Auditorium rental fees continue to be affordable and therefore benefits all the users of the space. These funds also make it possible for the Cultural Affairs Division to provide free programs throughout the year such as the Creative Broomfield Performance Series, the Summer Concert Series and the CU Jazz Series.

The Cultural Affairs Division has been using the document Creative Broomfield to inform staff on program development and execution. As stated in the document, Broomfield lacked a film series, community theater, and public art programs that engage the community more deeply. The Cultural Affairs team focused on initiatives to address these three deficits.

In 2015, the Cultural Affairs Division co-presented several evenings of International Award Winning Short Films through collaboration with Boulder International Film Festival. In 2016, BIFF used the Broomfield Auditorium as a satellite venue for the annual festival.

In 2015, staff began conversations with several residents who expressed strong interest in a Broomfield Community Theater. These conversations led to several public meetings some held at the Audi and some at the Grange. There are now about 3 dozen active volunteers working on a production of Oscar Wilde's The

Importance of Being Earnest, which will be performed in September. Cultural Affairs is acting as the producing entity for this first production. There is great potential for the volunteer organization to move under the umbrella of another nonprofit in the future.

Working with the Public Art Committee, staff supported the efforts to launch the first Lantern Parade in Broomfield which took place on Earth Day last week. There were also four workshops where people could come and make their own lanterns for the parade. Over 100 lanterns were made and over 100 people attended the parade. Participants included people of all ages. The Public Art Committee would like to make this an annual event.

## OVERVIEW OF SCFD TIER III GRANT APPLICATIONS

### Advice / Reminders from Council Members:

- Some members found the interviews insightful to how the organization operates.
- It was recommended to write questions down ahead of time.
- Remember to look at organizations websites to review organization.
- Ask what is the impact on Broomfield residents?
- Use Creative Broomfield directives as a guide to reviewing applications.
- Write down notes when reading applications and think in the context of people living in Broomfield.
- Calculate the head count per cost in Broomfield and compare to other counties.

## DISCUSSION OF THE SCFD INTERVIEW PROCESS

- All members review all applications in all aspects.
- If you have a burning question to ask an organization, please notify the Chair at the beginning of meeting.
- First three minutes the organization describes organization and application. The next twelve minutes are for questions from the Cultural Council.
- Concerns about eligibility of organization should be directed to SCFD for a formal eligibility review.
- Attendance counting: organizations are told to count registrations in classes and workshops, so count enrollment as follows: ten people and ten classes, counts as ten.
- In the past, roughly two-thirds of funding has gone to Broomfield organizations based on the City Council's request that Broomfield-based organizations get first priority.
- Start with looking at GOS and look at averages - average dollar and calculated average based on scores. Take averages as basis - should be more or less - to begin the conversation.
- Last year the council looked at major differences in scoring first.

## NEW BUSINESS

Council reviewed the change request submitted by Golden Eagle Concert Band. Deven Shaff made a motion to accept the change request. Melanie Mulhall seconded. The motion passed unanimously

## ADJOURNMENT

Melanie Mulhall made a motion to adjourn. Melissa Islam seconded. The motion passed unanimously. The meeting was adjourned at 8:04 p.m.

## APPROVAL

Minutes prepared by Cheryl German.

Approved by Kim Kennedy White, Chair