

## Full Commission Meeting Minutes

01/18/18 4:00pm – 5:30pm

200 I Street SE, Fifth Floor, RM 5403

DC 20003

<b>Attending Commissioners:</b>	Kay Kendall, Chair; Stacie Lee Banks, Cicie Sattarnilasskorn, Haili Francis, Edmund Fleet, Darrin L. Glymph (Call-in), Alma H. Gates, Rhona Wolfe Friedman, Maria Hall Rooney, José Alberto Uclés, Gretchen B. Wharton
<b>Not In Attendance:</b>	Commissioner(s) Susan Clampitt, Lawrence Green, Miles Gray, MaryAnn Miller, Josef Palermo
<b>Attending Staff Members:</b>	Arthur Espinoza, Jr., Executive Director; Michael Bigley, Heran Sereke-Brhan, Ebony Brown, Earica Busby, Lauren Dugas Glover, Dominique Marsalek, Patrick Realiza, Jeffrey Scott, Derek Younger, Carl Wilson, Zoma Wallace

The Full Commission meeting of the Commission on the Arts and Humanities (CAH) was called to order on January 18, 4:03pm, at 200 I St. SE, Room 5403, DC 20003

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## Adoption of the January Agenda

- Chair Kendall introduced the agenda as presented.
  - Commissioner Wharton moved to amend the agenda to reflect Commissioner Glymph as the new Co-Chair of the Grants and Panels Committee. Commissioner Uclés seconded the motion.
    - *The motion carried; Unanimous.*
  - Chair Kendall called for a vote on the agenda as amended.
  - Commissioner Wharton moved to adopt the agenda as amended. Commissioner Uclés seconded the motion.
    - *The motion carried; Unanimous.*
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## Adoption of the December minutes

- Chair Kendall introduced the minutes of December Full Commission meeting.
  - Commissioner Wharton moved to adopt the minutes as presented. Commissioner Uclés seconded the motion.
    - *The motion carried; Unanimous.*
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## Chairperson's Report

- Chair Kendall called for Committee Reports beginning with the Public Art Committee Report.

### Public Art Committee Report

- Commissioner Gates announced that the Curatorial Grant panel convened on January 4.
- Commissioner Gates introduced CAH Curator Wallace to facilitate a presentation of the proposals of the two finalists recommended by the panel and Public Art Committee.
- Curator Wallace gave a presentation on the proposals and responded to inquiries from the Commission.
- Commissioner Friedman inquired about the diversity of the finalists.
- Executive Director Espinoza noted that the pool of applicants had ten applicants and stated that plans permitted two grants in this program.
- Commissioner Sattarnilasskorn explained that she convened the panel and noted the cohort was diverse and professional.
- Chair Gates moved to approve grants for the two public art proposals presented, which had the highest scores. Commissioner Uclés seconded the motion.
  - *The motion carried; Unanimous.*

### Finance Committee Report

- Chair Kendall called on the Finance Committee for report while announcing that Commissioner Moore will resign from the Finance Committee and the Full Commission.
- Chair Kendall announced that Commissioner Sattarnilasskorn would become Acting Chair of Finance Committee.
- Commissioner Sattarnilasskorn introduced the updated FY18 Budget.
- Commissioner Sattarnilasskorn announced highlights of the FY18 Budget update, noting:

- \$12M in grant agreements have been executed to date;
- CAH staff is currently processing all fall cycle grant agreement payments;
- To date, \$5.5M has been disbursed to grantees and 80 percent of grantees from the spring grant cycle have received their first payment;
- The budget was revised to address public art funding per the changes approved in the December meeting.
- Commissioner Friedman questioned the adjustments in the grants budget and noted that if funds are moved in grant categories, the Commissioners should be notified;
- Executive Director Espinoza noted he would take the matter under advisement.
- CAH Finance Manager noted that budget changes were presented at the both the recent Finance Committee meeting and at the last Full Commission meeting.

## **Grants Committee Report**

- Commissioner Wharton explained that CAH staff is currently drafting a formalized policy for panelist service;
- Commissioner Wharton introduced the finalized Grants Policy which was amended and passed at the last Full Commission Meeting;
- Commissioner Wharton stated that Cycle 2 grantees have received grant award notifications.
- Commissioner Wharton stated that applications for General Operating Support (GOS) grants are opening on January 19 and closing on March 2.
- CAH's Grants Process Improvement Plan (GPIP) meeting was conducted in January following the Grants Committee meeting in order to continue work meant to improve CAH grants processes.

## **Arts Education Committee Report**

- A staff written committee report was presented.
- Commissioner Friedman announced that there was a Council roundtable on the Sense of the Council Resolution on Arts Education on January 18.
- Commissioner Friedman recommended that Commissioners stay aware of developing events at Ballou High School given that many arts programs occur there.
- Commissioner Friedman announced that a bill put forth (by Councilmember Silverman) amending the Marion Barry Summer Youth Employment Program (MSYEP) received a hearing last week in front of the Committee on Labor and Workforce Development. She reported learning that members of the arts community testified against the bill's arts specific language.

## **Events Committee Report**

- Commissioner Uclés announced the "I AM Frederick Douglass" event on Friday, February 23 at 7PM. This event will be held at the Lincoln Theater.

## **Executive Director's Report**

- Executive Director Espinoza submitted a written report:
  - National Endowment for the Arts (NEA) – CAH's FY18 State Partnership Grant application to the NEA was adjudicated on January 9 via a public panel process. The proceedings were viewable via live video conference in an effort to make the process clear and transparent. Overall, the panelists had a favorable reaction to CAH's application. One focus of the NEA's State Partnership Grant is on strategic planning and how that process informs the future outlook of applicant agencies. General feedback praised the agency for its multiple grant opportunities made available to the public throughout the year, the focus on underserved communities, capacity-building/technical assistance for the community and the ability to interact with CAH constituents on a regular and hands-on basis. While the NEA panel review has been completed, the agency will not be made aware of the final results and financial allocation until the spring.
  - Meetings with Mayor Bowser – Last week, Director Espinoza met with the Mayor on two separate occasions. The first, on January 10, was to provide an update on the Mayor Marion Barry, Jr. Commemorative Bronze Sculpture project. The second, on January 11, provided Director Espinoza with an opportunity to brief Mayor Bowser with details on core CAH accomplishments in the last three years, CAH programs such as the 202 Arts and Music Festival, community engagement and grant making efforts and future projects.
  - Budget Review Team (BRT) Meeting – On January 8, Director Espinoza met with the administration's Budget Review Team to discuss the proposed FY19 budget requests for CAH. CAH will work with the Mayor's budget staff to prepare CAH's budget within the Mayor's FY19 budget.
  - Upcoming DC City Council Hearings – The schedule for CAH's annual Performance and Budget Hearings before the Finance and Revenue Committee of the Council have been set. The Performance Hearing will be on Monday, February 26 at 10:00 AM., and the Budget Hearing will be Wednesday, April 11 at 10:00 a.m. These are public hearings. Dominique Marsalek will send a reminder to commissioners prior to each date..



- Meetings and Events in the Community – Director Espinoza attended a variety of events this past month, including the MLK March in celebration of the legacy of Dr. Martin Luther King, Jr. as a member of the MLK Commission and the Mayor’s Cabinet
  - He was also in attendance at Mayor Bowser’s Year 3 Accountability Update event on January 4 at Galludet, which highlighted the progress made to goals set forth in the transition plan established upon her election.
  - He attended an event at the Busboys and Poets in honor of the late DC Poet Laureate Dolores Kendrick on January 14.

## **New and Unfinished Business**

- Chair Kendall announced that the **next Full Commission meeting will be February 22, 2018 at 3:30PM.**
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## **Adjournment**

- The meeting was adjourned at 5:28PM.