



# 09.21.15 Minutes

## Full Commission Meeting Minutes

9/21/2015

3:30 pm to 5:39 pm

DCCA Large Conference Room

**Attending Commissioners:** Kay Kendall, CHAIR; Susan Clampitt; Edmund Fleet; Antoinette Ford; Rhona Wolfe Friedman (phone); Alma Gates; Darrin Glymph (phone); Barbara Jones (phone); James E. Laws Jr.; MaryAnn Miller; José Alberto Uclés

**Attending Staff Members:** Lisa Richards Toney, INTERIM DIRECTOR; Earica Busby; Brittany Dibble; David Markey; Steven Mazzola

The Full Commission meeting of the DC Commission on the Arts and Humanities was called to order on November 21, 2015 at 4:04 pm at 200 I Street, SE, Suite 1400, Washington, DC 20003

---

### Adoption of the Agenda

- Commissioner Antoinette Ford motioned to adopt the agenda as presented. The motion was seconded.  
*The motion carried. Unanimous*

---

### Adoption of the July 23<sup>rd</sup> Minutes

- Commissioner Alma Gates motioned to adopt the minutes as presented. The motion was seconded.  
*The motion carried. Unanimous*

---

### Chairperson's Report

- Chair Kay Kendall deferred to Interim Director Lisa Richards Toney for a more substantial report regarding the upcoming agenda items and agency updates.

---

### Interim Director's Report

- Interim Director Lisa Richards Toney reported on the September 10, 2015 stakeholder gathering regarding obtaining feedback on the strategic plan update.
- Interim Director Toney reported that the stakeholders present were impressed by the plan and appreciated the agency's vision for "leadership beyond grant making."
- Interim Director Toney reported that she is still communicating with the Office of Planning regarding developing a cultural plan for the District of Columbia.
- Interim Director Toney reported on the agency's recent clean up efforts to ensure the agency is in compliance with Government of the District of Columbia standards.
- Interim Director Toney reported on the agency's lack of staffing. She continued by stating that the agency remains under a hiring freeze until an official Executive Director is appointed.
- Interim Director Toney referred to physical copies of public art updates distributed to the Commissioners.
- Interim Director Toney reported on the upcoming September 26, 2015 Art All Night.
- Interim Director Toney reported on the agency's funding of the Americans for the Arts and Economic Prosperity V study spearheaded by Culture Capital for the region.
- Interim Director Toney reported on the agency's partnership with other District agency's on the Safer Stronger DC violence prevention mural creation program.
- Interim Director Toney reported that the role and responsibilities of the Commissioners may change as a result of the compliance process.

# 09.21.15 Minutes



- Interim Director Toney reported that the current compliance process has shed light on the importance of the agency to acquire more full-time equivalent staff positions.
- Commissioner José Alberto Uclés requested an update regarding the search for an official Executive Director.
- Chair Kendall moved to the FY16 Grant Funding agenda item.

---

## Office of the Poet Laureate

- There was no report given.

---

## FY16 Grant Funding

- Chair Kendall commended Director of Grants Steven Mazzola and Grants staff for their dedication and great effort.
- Chair Kendall directed the Commissioners' attention to the current issue regarding the agency funding 40% or more of many local organizations' total operating budgets.
- Director of Grants Steven Mazzola reported the Grants staff reviewed how the agency funds organizations across all eight of its programs.
- Director of Grants Mazzola reported that national best practices for general operating support grants (which require a match) are usually no more than 20% of an organizations' total operating budget.
- Director of Grants Mazzola reported that, due to an organization's potential to receive multiple DC Commission on the Arts and Humanities grants, many organizations recommended for FY16 funding were receiving between 40% and 95% of its' total operating budgets.
- Director of Grants Mazzola reported, after consulting with the UPSTART program consultants, that \$150,000.00 in UPSTART funding would be returned. He continued by reporting that many of the organizations recommended for UPSTART funding were returning participants, thus not in need of over-funding.
- Director of Grants Mazzola reported that returned \$150,000.00 would be distributed to the Artist Fellowship Program, permitting the agency to fund an additional 26 individuals.
- Director of Grants Mazzola reminded Commissioners of the "3-2-1 Regulation," in that organizations may be recommended for funding in the Arts Education, Grants In Aid, and City Arts Projects programs, but may only accept funding from two.
- Director of Grants Mazzola reported two organizations that were recommended for funding from all three programs chose to return Arts Education funding. He continued by reporting that, due to the majority of East of the River program grantees being arts education entities, the returned funds would be distributed to the East of the River program.
- Commissioner Ford commended the agency for its sincere dedication to artists and organizations located East of the River.
- Director of Grants Mazzola reported on the Grants staff having reviewed organizations with total operating budgets of \$750,000 or higher having been recommended for \$50,000 or less in funding. He continued by stating the Grants staff was not comfortable over-funding organizations with smaller operating budgets at the expense of under-funding job-driving arts and culture institutions.
- Director of Grants Mazzola reported the highest Grants In Aid award the agency had ever given was \$70,000. He continued by stating, according to FY16 funding recommendations, an organization was slated to receive a \$250,000 award.
- Director of Grants Mazzola reported the Grants staff recommends reducing the highest recommended Grants In Aid awards. He continued by stating this recommendation would fund an additional 33 organizations in the program.
- Commissioner MaryAnn Miller moved to accept the changes to the FY16 funding recommendations. The motion was seconded.

*The motion passed. Unanimous.*

# 09.21.15 Minutes



- Commissioner Gates suggested the Grants staff refrain from asking the panelists to discuss funding “breadth vs. depth” in the future.
- Chair Kendall suggested the Commissioners discuss Commissioner Gates’ suggestion at the upcoming Grants retreat.
- Chair Kendall reported representatives from the Deputy Mayor for Planning and Economic Development’s office have been meeting with the agency’s Grants staff regarding new documents that grantees must complete before receiving government funding.
- Director of Grants Mazzola reported that the Grants staff will re-populate the agency’s website with the appropriate forms so that grantees can easily access them. He continued by stating that, as soon as awards are announced on October 1<sup>st</sup>, grantees will have until October 8<sup>th</sup> to complete the additional forms.
- Director of Grants Mazzola reported that the Grants calendar may shift to accommodate the collection of the new required forms.

---

## Strategic Plan Update

- Chair Kendall reported that the National Endowment for the Arts requires its state agencies to complete a strategic plan every five years.
- Chair Kendall reported that the strategic planning process must be completed by September 30, 2015.
- Commissioner Miller stated, having served at the Steering Committee, the strategic plan is in great shape.
- Commissioner Clampitt stated that it is important for the agency to have such a strategic plan document for its own measure.
- Chair Kendall stated she would like to re-organize the layout of plan before presenting it to the public, particularly regarding the rewording how certain agency’s priorities were categorized and communicated.
- Chair Kendall stated that any vote would be taken with the idea that there would be some revisions made to the document that is before the Commissioners.
- Chair Kendall called for a motion to approve the essence of the strategic plan noting that there would be amendments made before the end of the month.
- There was a consensus amongst the Commissioners to approve the essence of the strategic plan noting that there would be amendments made before the end of the month.
- There was conversation on the Humanities and ensuring that the agency was serving this segment of the constituency.

---

## Committee Reports

- There were no committee reports presented.

---

## Panel Recommendations

- There were no panel recommendations presented.

---

## New Business and Announcements

- There was no new business.

---

## Unfinished Business

- There was no unfinished business.

---

## Adjournment

- The meeting was adjourned at 5:39pm.