

2.20.14 Minutes



Full Commission Meeting Minutes

2/20/2014

4:00 pm to 5:30 pm

DCCAH Large Conference Room

Dial In: 1.877.919.3206- Pass Code: 1848681#

Attending Commissioners: Lavinia Wohlfarth, ACTING CHAIR; Susan Clampitt; Edmund Fleet; Rhona Wolfe Friedman, PHONE; Alma Gates; James E. Laws, Jr.; Rogelio Maxwell, PHONE; MaryAnn Miller; José Alberto Uclés

Attending Staff Members: Lionell Thomas, EXECUTIVE DIRECTOR; Lisa Richards Toney, DEPUTY DIRECTOR; Moshe Adams; Victoria Murray Baatin; Earica Busby; Elizabeth Carriger; David Markey; Keona Pearson; JR Russ; Jeffrey Scott

The Executive Committee meeting of the DC Commission on the Arts and Humanities was called to order on February 20, 2014 at 4:00 pm at 200 I Street, SE, Suite 1400, Washington, DC 20003.

Adoption of the Agenda

- Acting Chair Lavinia Wohlfarth clarified that not all the committees would be reporting, and that they were listed in the agenda, for the record.
- Commissioner Alma Gates motioned to adopt the agenda. The motion was seconded.
The motion carried. Unanimous

Adoption of December Minutes

- Commissioner James Laws motioned to adopt the December 13th minutes. The motion was seconded.
The motion carried. Unanimous

Chairperson's Report

- Acting Chair Wohlfarth reported that more strategic planning discussion would be initiated and moved forward by the Policy Committee.
- Acting Chair Wohlfarth recommended having fewer and longer meetings rather than shorter ones more often, in the interest of working efficiently.
- Executive Director Lionell Thomas recommend reviewing bylaws to clarify what items can be handled by the Executive Committee and what should be handled by the Full Commission; Acting Chair Wohlfarth recommended bringing it up at the next Executive Committee, followed up by the Bylaws Committee.
- Acting Chair Wohlfarth reported on the condition of the gallery exhibition space in the lobby of the office building, and stressed the importance of good stewardship for other agencies utilizing the space.
- Acting Chair Wohlfarth requested that each Commissioner give a list of ten names to add to the agency distribution list for exhibits and events, noting that the information should be submitted to Director of Communications, Jeffery Scott.

Executive Director's Report

- Executive Director Thomas reported on the video prepared as part of the oversight hearing presentation, as well as positive conversations with the Mayor's office.
- Executive Director Thomas reported on upcoming DCCAH events.
- Executive Director Thomas shared two letters sent by DC arts organizations to the Mayor and City Council, commending the work of the agency.

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- Commissioner Alma Gates inquired about the oversight hearing; Executive Director Thomas replied that it was rescheduled for Monday, March 3, 2014.

Office of the Poet Laureate

- The Poet Laureate was not in attendance to give a report.

Communications Plan

- Director Scott shared the 2014 communications plan, using the same presentation shown to the Executive Committee.
- Acting Chair Wohlfarth asked where in the budget funding for the plan would come from; Executive Director Thomas responded that it would likely be contractual services.
- Commissioner Gates inquired if the budget would increase or level off in future years, beyond what was proposed; Director Scott affirmed that the budget would certainly increase when moving to national campaigns, but could not say at this point what that timeline might look like.
- Commissioner José Alberto Uclés inquired about DestinationDC's work and how it intersects; Executive Director Thomas responded that the subject had come up and that a proposal was in the works and Commission staff would be meeting with DestinationDC regarding a possible partnership.
- Commissioner Gates recommended connecting Director Scott with the Ad Council in New York City.
- Arts Education Coordinator, David Markey inquired if we had to wait for budget to be approved before starting work; Executive Director Thomas responded that while we might not be able to make financial commitments until October, pre-planning can still take place as much as reasonably possible.

Grants Policy Recommendation

- Commissioner Susan Clampitt shared the work of the Grants Committee regarding the policy recommendations up for a vote; she mentioned that in the interest of not overwhelming grantees with too many changes, the five put forth were the most pressing.
- Director of Grants, Moshe Adams presented the five staff recommendations.
- Commissioner Miller inquired about the Arts Education recommendation, and the rationale behind the increase; Director Adams replied that there were more funds available.
- Commissioner Clampitt commended the committee members and grants department, and the thorough work done, culling through all the recommendations.
- Commissioner Gates motioned to adopt the recommendations. The motion was seconded.
The motion carried. Unanimous

Public Art

- Acting Chair Wohlfarth stated how important it is to take action on the Chuck Brown Memorial.
- All present in the room walked together to view the model of the Chuck Brown Memorial.
- Commissioner Uclés inquired about the process; Acting Chair replied and restated the process for our public art paneling.
- Commissioner Fleet motioned to move the project forward. The motion was seconded.
The motion carried. Unanimous
- Public Art Coordinator, Elizabeth Carriger reviewed the St. Elizabeths East Way-Finding Public Art Project.
- Acting Chair Wohlfarth stated that way-finding can have a limited definition of simply signage, and clarified how viewing it as Public Art adds another dimension.
- Commissioner Miller inquired about the circles in the rendering; Ms. Carriger replied that they represented light sources.
- Commissioner Miller motioned to move the project forward. The motion was seconded.

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The motion carried. Unanimous

Partnerships Report

- Executive Director of the DC Arts and Humanities Education Collaborative, Louise Kennelly, reported on their work, as supported through the partnership.
- Executive Director of the Humanities Council of Washington DC, Joy Ford Austin, reported on their work, as supported through the partnership.
- CulturaCapital President, Jennifer Cover Payne, reported on their work, as supported through the partnership.
- Washington Area Lawyers for the Arts (WALA), Michael Gibson reported by phone on their work, as supported through the partnership.
- Commissioner Clampitt commended the partners on the work they do; she then inquired about what percentage of each organizations' budget comes from the commission; WALA's Gibson replied about 40%, the Humanities Council Austin replied approximately 10-15%, DC Collaborative's Kennelly replied between one quarter and one third (and would respond with more exact figures), and CultureCapital's Payne responded less than 10%.
- Executive Director Thomas highlighted the partners present as crucial advocates for the arts in the city.

Committee Reports

- Acting Chair Wohlfarth reported for the Policy Committee meeting, regarding the upcoming retreat which would be organized and structured with staff input.
- Executive Director Thomas mentioned that there was a focused agenda which would be sent around.
- Commissioner Friedman reported on the work of the Finance Committee, noting particularly the existence of the available funds under line two the "Local Funds, Subsidies and Transfers" line and the need to determine a plan of how the funds will be expended, perhaps at the next Executive Committee meeting.
- Executive Director Thomas mentioned that, with regards to some of the money, the staff would be coming forth with recommendations presented from the field, which would be presented at the next Executive Committee meeting.
- Commissioner Friedman noted that it would be a good idea to discuss the policy of how extra money is expended; leaving it up to Executive Director Thomas to provide the specific organizations to be considered.
- Executive Director Thomas mentioned the community funding pot of money that was previously established by the Commission. He noted that it had certain parameters around Commission initiated activities. He went on to share that a form is currently being created for review by the Grants Committee.
- Commissioner Clampitt confirmed, remarking that the form was in the works and that it had yet to be presented to the Committee.
- Commissioner Friedman remarked that one avenue to expend the funds is the community funding requests and noted that there may be others.
- Acting Chair Wohlfarth recommended having this on the agenda for the next Executive Committee meeting.
- Commissioner Gates inquired where the partnerships show up in the budget; Executive Director Thomas responded that they appear under Grants.
- Commissioner Friedman requested that partnerships be separated; Executive Director Thomas clarified that it is separated on the Grants sheet, but not the broad sheet.
- Commissioner Friedman requested that partners at least be noted on the broad sheet.
- Arts Education Coordinator David Markey reviewed Arts Education department work, particularly work regarding the arts education census as well a moving forward with assessment and evaluation; he also reported on putting a formal internship program in place, and upcoming events.
- Director of Grants Moshe Adams reported on the 'Call for Panelists', a one pager which he will also send to the Commissioners



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- Director Adams also stated that Commissioners should also start planning on which panels they would be available for, with the dates on the spreadsheet, as well as the different categories of panelists whose information staff would cull from public information and our database.
- Acting Chair Wohlfarth reported on the 5x5 press release.
- Executive Director Thomas reported on the Executive committee ratification of excess funds, to be used to cover additional 5x5 costs.
- Commissioner Gates moved that the Executive Committee minutes from Thursday, January 23, 2014 be ratified with the following amendments:
 - Move Susan Clampitt to her own designation as she is not a member of the Executive Committee
 - Regarding Bylaws recommendations, that they would be reviewed by the Bylaws Committee, followed by the Executive Committee.

The motion carried. Unanimous

Panel Recommendations

- There were no panel recommendations presented.

Unfinished Business

- There was no unfinished business presented.

New Business and Announcements

- Acting Chair Wohlfarth distributed a document on how the Commissioners work with staff and with one another.

Adjournment

- With no new business, the meeting was adjourned at 6:30 pm.