



Minutes of the Regular Meeting of the Board of Trustees
Monday, September 12, 2016

A meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:08 pm at Eliza Bryant Village.

The roll call showed that Trustees Mark Avsec, Joe Gibbons, Steve Minter and Charna Sherman were present. It was determined that there was a quorum.

Also in attendance were: CAC staff: Karen Gahl-Mills, executive director; Jill Paulsen, deputy director; Roshi Ahmadian, Meg Harris, Jessica Kayse, Dan McLaughlin, Jake Sinatra and Nicole Thomas.

(Trustee Garth arrived at 4:10 pm)

1. APPROVAL OF MINUTES

Motion by Trustee Sherman, seconded by Trustee Gibbons, to approve the minutes from the June 2, 2016 Board meeting. Discussion: None. Vote: all ayes. The motion carried.

Trustee Minter stated his enthusiasm for the renewal of Ms. Gahl-Mills' contract with the agency for an additional four years.

Trustee Gibbons echoed that sentiment, and thanked Eliza Bryant Village for hosting the meeting.

2. PUBLIC COMMENT ON MEETING AGENDA ITEMS

There were no registered requests for public comment relating to items on the meeting agenda.

3. EXECUTIVE DIRECTOR'S REPORT

Ms. Gahl-Mills thanked the Eliza Bryant Village for hosting the meeting. She brought to the Board's attention updates of note from CAC staff over the summer, from its involvement with bringing public spaces to life during the RNC to its management of nearly 200 Project Support applications and the continuing planning work, which extended the agency's reach in the community.

Ms. Gahl-Mills invited the Board and the audience to attend the upcoming Project Support I panel review meetings or listen to the live audio stream on September 26-27, and reminded them that the Project Support II panel took place online this year. She also mentioned other upcoming events, namely the second annual Center for Innovation & Growth Arts Innovation Summit at Baldwin Wallace University on October 13, and the Special Board meeting at 5-7 pm on November 3 at LAND studio, where the focus will be a deep-dive into the planning work.

Ms. Gahl-Mills thanked Ms. Ahmadian and the team for their efforts in compiling the agency's annual report. She mentioned that the report will be a helpful tool in her upcoming meetings with Mayor Jackson

and other elected officials throughout the fall, in order to catch them up on where CAC has been since the levy renewal last year.

To conclude her remarks, Ms. Gahl-Mills brought to the Board's attention the proposed Board meeting dates for 2017, and asked them to let the staff know of any conflicts.

Trustee Gibbons asked for an update on the contract with Yinovate, LLC, which was approved during the previous meeting. Ms. Gahl-Mills explained that Yinovate has taken on facilitating the agency's on-the-ground listening sessions throughout the community.

Trustee Sherman commented on the list of Project Support panelists—which was shared with the Board as part of the meeting materials the prior week—and shared her excitement at the wildly impressive, high-quality professionals who were selected to serve on the panel. Ms. Gahl-Mills explained that this list will remain confidential and not available to members of the public until the panel meetings begin on September 26.

4. FINANCE REPORT

Ms. Harris gave a report on CAC's finances through August. She reported that tax receipts through August were \$9,965,236. This figure is \$340,236 or .3.53% above forecast for the period and 2.82% below revenue for the same period in 2015. Interest revenue through August was \$127,856. This figure is above forecast for the period by \$47,856. Cash expenditures through August were just under \$10.9 million. This figure is below budget due to the timing of payments of grants.

Trustee Gibbons asked if there was a reason why the August finances were slightly different than that in other months. Ms. Harris responded that the fiscal year for the State ends in June, which affects the numbers a bit.

5. CONNECT WITH CULTURE

The Eliza Bryant Village President & CEO Harvey Shankman spoke to the Board and meeting attendees about the organization's 120th anniversary, which was celebrated earlier this month. He explained the impact of CAC's grant on their program, which includes 1,200 sessions and improves the lives of seniors in the community. Ms. Fanny Germany, a passionate resident of Eliza Bryant Village, thanked CAC for its part in making possible the arts and culture activities she enjoys.

6. DISCUSSION

Preview of CAC's Values

Ms. Gahl-Mills reminded the Board of the current values statements for the agency, which were developed in 2008 and related largely to CAC's work at the time. She explained that in 2011, CAC revisited its mission statement, and similarly took on reexamining its team norms in 2015, to make them less operational and internal.

Ms. Gahl-Mills noted that with the Phase I of research completed as part of CAC's organizational planning process, it became apparent that CAC needs to respond to the needs of not only its cultural partners, but also the residents of Cuyahoga County. She asked the Board: with CAC's evolution over the past few years, is it time to revisit the agency's values statements, in order to reflect the voices of those in the community who spoke loudly in November 2015 by renewing our levy? How can CAC's values represent the agency's intentions and aspirations more clearly? With these questions in mind, Ms. Gahl-Mills brought the Board's attention to a draft outline of CAC's proposed values statements, which the

team compiled together over the course of a few months with the help of consultants like Marcy Levy Shankman, and have been testing out to see how they operate in real life. Ms. Gahl-Mills asked the Board to review this work-in-progress and ask themselves if it represents CAC's intentions and the essence of the organization. She then asked the Board to bring their thoughts and reactions to CAC's November Board meeting for further discussion.

Trustee Gibbons said that this was an important work, and that words could mean different things to different people, which is all the more reason why taking on revisiting these values is pertinent in tandem with the planning process.

7. BOARD ACTION

Contract with Compelling Communications

Ms. Harris stated that CAC would like to enter into a contract with Compelling Communications in an amount of up to \$47,720 for a twelve-month period from September 2016 through August 2017. Through the contract CAC will receive continued work on its messaging framework and overall communications, public relations and media strategy.

Motion by Trustee Gibbons, seconded by Trustee Minter, to approve a contract with Compelling Communications in an amount up to \$47,720 for consulting services related to communications, public relations, and media strategy for the period of September 2016 through August 2017. Discussion: None. Vote: All ayes. The motion carried.

Contract with Helicon Collaborative and ReMaking Culture

Ms. Harris stated that CAC would like to enter into an additional contract with Helicon Collaborative and ReMaking Culture in the amount of \$11,000 to synthesize and report the findings of CAC's organizational planning work between August 1 and December 31, 2016.

Trustee Gibbons noted that Nick Rabkin of ReMaking Culture is a professional and the right consultant for this process.

Trustee Sherman also voiced her approval of this contract.

Motion by Trustee Sherman, seconded by Trustee Minter, to approve the contract with Helicon Collaborative and ReMaking culture in the amount \$11,000, for consulting services related to organizational planning between August 1 and December 31, 2016. Discussion: None. Vote: All ayes. The motion carried.

Update on Grant from National Endowment for the Arts

Ms. Harris stated that CAC has been awarded a grant of \$50,000 from the National Endowment for the Arts to carry out its Center Stages project. She said that CAC has received the grant contract and will provide an update to the Board at this time.

Trustee Minter asked why CAC is partnering with LAND studio and the Group Plan Commission on this project. Ms. Thomas explained that each of the three partnering institutions will play a different role: LAND studio will help in project management and by expanding capacity, and the Group Plan Commission will bring technical expertise to the process.

Trustee Minter asked why the NEA would offer such a grant. Ms. Paulsen explained that the NEA offers this specific grant only to LAAs, such that nonprofits are ineligible to apply. This means that CAC is not competing for these funds with any of its cultural partners, and that CAC can play a central role as a

connector in this work by offering stipends to organizations that can activate this newly renovated public space.

Trustee Minter asked if CAC would be acting as a fiscal agent to carry out this work. Ms. Harris responded no, CAC will offer these stipends directly and will make the decision through a panel process.

8. PUBLIC COMMENT

There were no public comments.

Next meeting: The next meeting will be a special meeting held on November 3, 2016 at 5:00 pm at LAND studio: 1939 West 25th Street, Cleveland, OH 44113.

The following meeting will take place on November 14, 2016 at 4:00 pm at the Mandel JCC: 26001 South Woodland Road, Beachwood, OH 44122.

9. BOARD WORK SESSION

Ms. Gahl-Mills facilitated the work session discussion on CAC's organizational planning work.

10. ADJOURNMENT

Motion by Trustee Gibbons, seconded by Trustee Garth, to adjourn the meeting. No discussion. Vote: all ayes. The motion carried. The meeting was adjourned at 6:06 pm.

Joe Gibbons, President, Board of Trustees

Attest:

Charna Sherman, Secretary, Board of Trustees