



**Annual Meeting of the  
Cuyahoga Arts & Culture Board of Trustees**  
Robert J. Tomsich Lobby of the Allen Theater  
Monday, April 13, 2015, 3:30 pm

**1. Call to order, approval of minutes**

- a. Motion to move into executive session to discuss personnel matters and staff compensation
  - \*\* Executive Session \*\*
- b. Motion to conclude executive session (4 pm)

**2. Public Comment on Today's Agenda**

**3. Executive Director's Report**

**4. Finance Report**

**5. Connect with Culture – Kevin Moore, Managing Director, Cleveland Play House**

**6. Presentation: Report to the Community**

**7. Board Action**

- a. Discussion and Approval of 2016 Project Support Guidelines
- b. Resolution: Request to County Council
- c. Administrative matters
  - i. Personnel report
  - ii. Annual approval of policies:
    - 1. Allocation Policy
    - 2. Audit Committee Charter
    - 3. Business Continuity Policy
    - 4. Cash Reserve Policy
    - 5. Ethics Policy
    - 6. Internal Financial Controls Policy and Procedures
    - 7. Investment Policy
    - 8. Public Records Policy
  - iii. Affirm members of Audit & Finance Advisory Committee
  - iv. Contracts and misc.
- d. Election of Officers

**8. Public Comment**

Next Meeting:  
June 8, 2015, starting at 4 pm  
Lake Erie Nature and Science Center, Bay Village  
Meeting followed by Board Retreat

**9. Work Session: community survey – Kathy Severinski, TRIAD Research Group**

**10. Adjourn**



## About Cuyahoga Arts & Culture

### Our Mission

Cuyahoga Arts & Culture's mission is to inspire and strengthen the community by investing in arts and culture. CAC was approved by Cuyahoga County voters in 2006, and since 2007, CAC has invested more than \$125 million dollars in 286 arts and cultural organizations in Cuyahoga County.

### Our Grantmaking

Cuyahoga Arts & Culture funds arts and cultural organizations in Cuyahoga County through its two primary grant programs: General Operating Support and Project Support. To ensure an impartial and transparent application review process, CAC convenes a panel of arts and cultural professionals from outside the region who discuss, evaluate and score all eligible applications in a public setting.

### Our Values

We ground our work in our values and guiding principles:

- Accountability
- Impartiality
- Transparency
- Partnership

### Our Board of Trustees

Cuyahoga Arts & Culture is governed by a board of five trustees with broad knowledge and experience in the arts or cultural heritage. The board is appointed by the Cuyahoga County Executive and confirmed by Cuyahoga County Council. All Board of Trustees meetings are open to the public.

Current Trustees:

Matthew Charboneau, professional musician

Sari Feldman, Executive Director, Cuyahoga County Public Library

Joseph Gibbons, Attorney, Schneider, Smeltz, Ranney & LaFond P.L.L.

Steven Minter, Executive-In-Residence, Cleveland State University

Eliza Wing, Director of Digital Brands, American Greetings

For more information, visit [www.cacgrants.org](http://www.cacgrants.org).

## **Executive Director's Report**

### **Annual Meeting of the Board of Trustees**

**13 April 2015**

Welcome to our Annual Meeting for 2015.

Our Annual Meeting provides an opportunity to reflect on the year gone by as well as to look to our future. The **release of our 2014 Report to the Community**, which you will see for the first time at today's meeting, provides all of us with a great tool to not only reflect on the impact of our funding but also celebrate the importance of arts and culture to our community.

The report makes it plain that **Cuyahoga Arts & Culture has delivered on the promise** made to voters back in 2006 when our funding source was established. The wide variety of organizations that we fund do remarkable work that helps to educate our children, stimulate our economy, and improve our quality of life, and I encourage you to share the report with your networks as a way to elevate the conversation of the importance of dedicated, public funding for arts and culture in our community.

Please join me in thanking Jennifer Schlosser, our communications manager, who, working closely with Jake Sinatra and Meg Harris, has produced yet another great report and accompanying set of videos. Details about how the report will be distributed are provided in the staff reports that follow.

We will ask the board to take two important actions at today's meeting. First, we will ask you to **discuss and approve the 2016 Project Support grant program guidelines** (page 18). The biggest change for 2016: you will notice that, in response to projected reductions in revenues moving forward, we are recommending reduced grant award amounts for this program for the first time. The additional refinements that the program team has made will, we hope, continue to make our process more transparent and accessible for applying organizations. We look forward to this discussion.

We will also ask the board to pass a resolution, requesting that the Cuyahoga County Council place the renewal of our dedicated tax resource on the November 2015 general election ballot. We have worked closed with our counsel, Mike Sharb at Squire Patton Boggs, to craft this resolution and the accompanying, suggested ballot language, which will be delivered to Council President Dan Brady and all members of the County Council on April 14<sup>th</sup>. This is the important step that our board must take to define the issue and make it possible for us to continue our work, and we look forward to this discussion.

At our annual meeting, we also take a moment to reaffirm CAC's key operating policies, and to elect a slate of officers for the coming year. We are delighted that Joe Gibbons has been reappointed to CAC's board by the County Executive and look forward to swearing him in for a full three-year term at the beginning of the meeting.

Finally, many thanks to Kevin Moore and the team at the Cleveland Play House for hosting our meeting today. Thank you, as always, for your attention to the important matters that we will address in this meeting.

## CAC Board Meeting April 13, 2015

### Staff Report

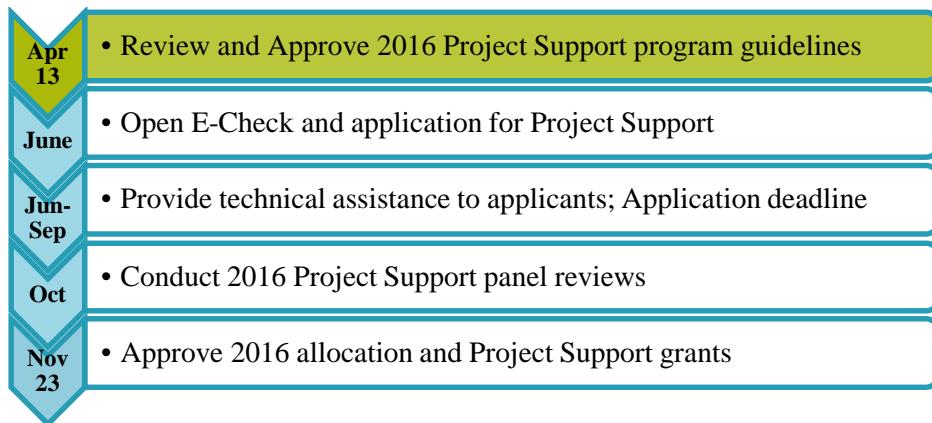
Each year, Cuyahoga Arts & Culture staff members identify team objectives to guide our work. For 2015, our [team objectives](#) fall into three areas: 1) grantmaking and knowledge-building; 2) raising awareness; and 3) building internal capacity. In an effort to share our progress in each of these areas with the Board, we present our staff updates using this framework.

#### GRANTMAKING & KNOWLEDGE-BUILDING

Our 2015 objectives in this area focus on: conducting an organizational planning process; offering an intentional menu of technical assistance, learning and networking opportunities that are responsive to our cultural partners' needs and reinforce key CAC priorities (public benefit and raising awareness); and building stronger relationships with the grant recipients we serve.

**Key Grant Program Activities.** The first quarter was a busy time: the CAC team balanced the work needed to successfully launch its 2015 grant period (new contracts and expectation setting for a cohort of 195 organizations) with the policy-planning needed to create our 2016 Project Support grant guidelines. Contracts for our investments in the Creative Workforce Fellowship and Neighborhood Connections projects are both signed and work is underway.

Below is a snapshot of key program dates, along with brief updates on our recent grantmaking and knowledge-building work.



**Visiting our Cultural Partners.** While managing a large cohort of cultural partners, staff continue to strive to grow our relationships with the organizations we fund (our cultural partners). In 2015, CAC's managers are actively connecting with cultural partners by making over 50 site visits to offices, galleries, performance halls or wherever CAC-funded programming is taking place. While staff has always met with grant recipients on a regular basis, this is the first time that the managers (Jesse, Stacey, Jake and Jennifer) have built this intentional outreach into their yearly work plans.

At these knowledge-building visits, staff deepen their understanding of cultural partners' work and connect cultural partners to resources, people and organizations that can help them succeed both in and outside of the grant process. Site visits also provide time to identify successes or areas of improvement when crediting CAC and the opportunity to collaborate to successfully

communicate the value of public funding in our community. We see these visits as another step in building a relationship with open communication and collaboration between CAC and its cultural partners.

**CAC is Enhancing Education.** Since our inception, CAC and our cultural partners have delivered on the promise of offering life-changing education opportunities for residents. From early childhood music lessons to art history lectures for seniors, we are enhancing education in Cuyahoga County. The importance of this work was recently reinforced through the results of our community survey (see below for details and more in our Board Working Session on April 13). In this memo we offer two examples of this education work in action. The first is Green Triangle.

### Spotlight on Education: Green Triangle

One first-time cultural partner that is having an educational impact is Green Triangle, an environmental organization committed to re-visioning urban and suburban land use strategies. CAC staff recently met with this new grant recipient to learn more about their mission and help them tell the story of the importance of public funding for arts and culture (including nature and science).

Green Triangle works to create social, ecological and economic sustainability in Northeast Ohio using permaculture design techniques (often referred to as ecological design or engineering). With support from CAC (Project Support II), Green Triangle is offering more learning experiences for residents. They are presenting a seven-week permaculture design certification course about practical design approaches for creating community ecosystems that have the means to support themselves indefinitely.



*Enhancing Education: Students collaborate in a hands-on project at a recent permaculture design course.*

## RAISING AWARENESS

Our 2015 objectives in this area focus on leveraging the results of a community survey conducted in 2014 to develop and measure progress against a communications framework, as well as boosting CAC's digital presence, and mobilizing our cultural partners to effectively raise awareness about CAC and its impact among their constituents (audience, participants, staff, board, volunteers, etc.).

**Learning from the Community Survey.** We look forward to sharing results of the community survey (conducted by TRIAD Research Group), as well as more in-depth information on how our team will leverage the results, at the April 13 Board working session. In short, the key findings from this survey are already having direct implications for our work in 2015. We are taking five sets of actions to increase the number of County residents who know about CAC and participate in CAC-funded events. The actions include: leveraging the robust networks of our cultural partners; boosting CAC's digital presence; building media partnerships; considering targeted paid

media; and cultivating new and unexpected partnerships with local civic institutions and leaders. All actions aim to raise awareness among residents of the impact that public funding for arts and culture has on our community.

**Report to the Community.** CAC will release its 2014 Report to the Community on April 13. The report demonstrates the impact that CAC funding has on our community using data collected through the Cultural Data Project and stories highlighting the work of our cultural partners.

We incorporated several new elements into this report as a result of what we learned from the community survey: a focus on the message that CAC funding helps bring educational opportunities to residents, revised messages about CAC as a trustworthy steward of public dollars, and broader, cumulative data that tell the story of how CAC has improved the community since its inception.

The report will serve as a tool to communicate CAC's impact and the importance of public funding for arts and culture in the coming days, weeks and months. It will be mailed (about 800) and emailed (about 10,000) to elected officials, community leaders, cultural partner executive directors and board members, media and other engaged community members.

### Spotlight on Education: Cleveland Public Theatre

A key message of our Report to the Community is "enhancing education," which highlights how our cultural partners are strengthening the community by offering transformative educational experiences. In the report, we highlight Cleveland Public Theatre's Student Theatre Enrichment Program (STEP) as an example of a program that is changing the lives of Cleveland teens.

For the past 20 summers, Cleveland Public Theatre has engaged more than 800 local teens in STEP, an arts-based job training program. During the program, student participants engage in a powerful, eight-week intensive that focuses on excellence in performance, play creation, writing and production. Students earn money while learning and practicing valuable job skills. Under the guidance of artistic mentors, teens develop an original play and perform it in public parks throughout Cleveland.



*Students perform their original play in public parks throughout the City of Cleveland.*

Cleveland Public Theatre has received nearly \$900,000 in General Operating Support from CAC since 2008 and cites CAC funding as critical to its ability to offer programs like STEP.

As part of the Report to the Community, we have also created two videos highlighting the work of several of our cultural partners, including a video about Cleveland Public Theatre's STEP, and a video highlighting several festivals that have received CAC funding: Waterloo Arts Fest, Cleveland Asian Festival, Art by the Falls and AHA! Cleveland. The videos will be shown to

thousands of residents on a giant screen just before The Cleveland Orchestra's upcoming Star-Spangled Spectacular on July 1, 2015.

The report and videos will also be featured prominently on our website, and we will share the messages and other content from the report on social media in the coming weeks. The report will be available at [www.cacgrants.org/report](http://www.cacgrants.org/report), and we encourage you to share it with your colleagues.

**Telling CAC's Story.** In addition to our Report to the Community, staff is always seeking additional opportunities to tell CAC's story and highlight the benefit of public funding for arts and culture to members of our community. In 2015, we will increase these efforts; our entire eight-member team will play an important role in our successful outreach to more organizations and community groups. One highly successful example of this work is our partnership with the recently completed Cleveland International Film Festival.

### **Mobilizing our Cultural Partners: CIFF39**

The 39<sup>th</sup> Cleveland International Film Festival (CIFF) took place on March 18-29 at Tower City Center and in neighborhoods across Cuyahoga County. More than 400 screenings brought together film buffs, students and residents (attendance was 100,204) for inspiring, community-centered events. Since 2008, CAC has invested more than \$1.1 million in the Festival to help CIFF offer educational programs like "FilmSlam," where thousands of local high school students experience new films and interact with some of the world's most innovative filmmakers.



*A CAC Banner hangs in the lobby of Tower City Cinemas. Photo by Kristel Hartshorn, NEOMG.*

New in 2015, CAC formed a strategic communications partnership with CIFF to ensure that the thousands of festival attendees learned about the value of CAC funding in our community. Strong CAC branding at the Festival, strategic cross-promotion with the 40 CAC cultural partners who also served as Community Partners for the Festival, and a short slideshow highlighting CAC's impact before each screening helped connect CAC's work with this important cultural event in a new and meaningful way.

**Public Presentations.** Most recently, staff members presented at: First Suburbs Consortium; Cleveland Leadership Center's Civic Leadership Institute; Rotary Club of Cleveland; First Unitarian Church Forum; Junior League of Cleveland; Cleveland Council on World Affairs, Case Western Reserve University's law school; Baldwin Wallace arts management alumni gathering; Foundation Center/Lakeland Community College's Grantmaker as Partners series; and at the Cleveland International Film Festival closing ceremony.

In addition, staff spoke to cultural partner boards at Cleveland Museum of Natural History and the Hospice of the Western Reserve. Every public presentation is an opportunity to raise awareness about CAC and the importance of public funding for arts and culture for the residents of Cuyahoga County.

**Email Communications.** We continue to utilize email to connect with and educate our constituents about CAC's work and have sent out the following emails in the past few weeks:

- [10 free upcoming arts & culture events](#) (3/26/15)
- [Experience music, film and dance at these upcoming events](#) (3/11/15)
- [Explore nature, science & history at these upcoming events](#) (2/25/15)
- [Feel the love at these arts & culture events](#) (2/12/15)

**Media Placements.** Below is a list of articles referencing Cuyahoga Arts & Culture that we have learned of since the last board meeting:

Date	Media Outlet	Headline
Apr. 1	The Plain Dealer	<a href="#">Editorial: The 39<sup>th</sup> Cleveland film festival proves that movies do make dreams come true</a>
March/April	Inside Business Magazine	<a href="#">Lighting the Way: LAND studio's AHA! festival sheds new light on what downtown Cleveland has to offer</a>
Mar. 17	ClevelandClassical.com	<a href="#">NEOSonicFest 2015: Composer Clint Needham talks about the premiere of Imaginary Dances (made real)</a>
Mar. 5	Fresh Water Cleveland	<a href="#">Cleveland's once-fragile arts sector is shaping the future</a>
Feb. 20	The Plain Dealer	<a href="#">Cheers from The Plain Dealer's Editorial Board</a>
Feb. 18	Cool Cleveland	<a href="#">Cuyahoga Arts &amp; Culture Creative Workforce Fellowships reinstated for 2016</a>
Feb. 11	Cool Cleveland	<a href="#">The arts tax comes up for renewal this fall. Will the county support its arts scene?</a>
Feb. 10	Cleveland.com	<a href="#">University Hospitals cancer patient exhibits the art that helps in his treatment</a>
Feb. 10	Cleveland.com	<a href="#">Indians CEO Dolan sees renewal of Cuyahoga County's cigarette tax for the arts as a way to spur growth</a>
Feb. 10	WCPN 90.3 FM	<a href="#">New Rules Announced for Artist Funding</a>
Feb. 10	Cleveland.com	<a href="#">Cuyahoga Arts &amp; Culture resumes individual artist's grants, but with a 25-percent cut</a>
Feb. 6	Cleveland.com	<a href="#">PAC reactivates to seek renewal of Cuyahoga County's cigarette tax for the arts in November</a>

## BUILDING INTERNAL CAPACITY

Our 2015 objectives in this area focus on expanding our team, ensuring that all staff participate in professional development, and increasing our knowledge of diversity/equity/inclusion issues so we are better prepared to support our cultural partners and carry out CAC's mission.

### Welcome Roshi!

CAC is pleased to welcome Roshi Ahmadian to our team as associate – communications & grant programs. Roshi started April 6<sup>th</sup> and comes to CAC from the Maltz Museum of Jewish Heritage. Prior to her role at Maltz, Roshi served as a curatorial intern at the Cleveland Museum of Art and for the Cleveland Clinic's art program. Roshi is a Phi Beta Kappa graduate of Case Western Reserve University with B.A. degrees in art history and pre-architecture. She also holds an M.A. in art history and museum studies from the same university.

**Staff Professional Development.** All CAC staff members have professional development plans which are formally reviewed each quarter. As a part of professional development, many staff members will attend local trainings and conferences in the coming months. We will bring back our new knowledge and share it with teammates. Recent or upcoming learning opportunities include:

- The Center for Nonprofit Excellence (BVU) – Stacey attended the *Role of the Board* session presented by BVU in an effort to stay informed and serve as a resource to cultural partners. The training session presented a clear understanding of the roles and expectations of a nonprofit board member that will be helpful in providing advice to cultural partners.

In addition, staff members participate in ongoing webinars, read research and attend workshops through our organizational memberships in Grantmakers for Effective Organizations, Independent Sector, Employers Resource Council, Americans for the Arts, Philanthropy Ohio, Greater Cleveland Partnership/COSE and the Public Relations Society of America. This commitment to an internal “learning agenda” is ensuring that our team is equipped to better serve our cultural partners.

## **FINANCIAL UPDATE**

### **2015 YTD**

**Revenue.** Tax revenue through March 31 was \$3,526,708. This figure is \$105,339 or 3.1% over forecast for the first three months of the fiscal year and 4.65% below revenue for the same period in 2014. Interest revenue through March was \$16,744. This figure is below our forecast for the first three months by \$3,256 due to timing of investment maturities.

As of March 31, CAC inactive monies are invested as follows:

- STAR Plus: \$2,981,080 (yield .20%)
- RedTree Investment Group: \$14,604,616 (target yield .88%)
- STAR Ohio: \$87,355 (yield .05%)

**Expenditure.** Cash expenditures through February were \$6,775,974. This figure is below the budgeted amount of \$7,006,401 primarily due to the timing of payments. Please note the expenditure figure varies from the financial statements because we recognized, or accrued, the full amount of grant awards for 2015 in January. We will draw down the balance sheet account as we remit payments to our cultural partners.

**Audit Committee.** The Audit and Finance Advisory Committee met on March 4. At this meeting the committee reviewed the Internal Financial Controls Policies and Procedures and the Audit Committee Charter. The committee provided several minor recommendations for modifications to both documents. The proposed changes are included in the policies section of the board materials. The board will be asked to approve the changes at the April 13 meeting.

Also at the April board meeting, the board will be asked to reaffirm committee members to an additional one-year term of service. The non-CAC board members of the committee are:

Ed Bell, President, Gries Financial, LLC

Tim Longville, Director of Finance, Cleveland Clinic Foundation

Cynthia Riehl, Director, Global Markets Commercialization, Ernst and Young

**Annual Audit.** The post audit meeting with the Ohio Auditor of State is scheduled for April 15 at 8 a.m. in CAC's office. Members of the Audit and Finance Advisory Committee will also be invited to join this meeting.

Cuyahoga Arts & Culture Revenue and Expenditures through March 31, 2015						
Accrual Basis	Through 3/31/15 Actual		Through 3/31/15 Budget		\$ Over/Under Budget	% of Budget
<b>Ordinary Revenue/Expenditures</b>						
<b>Revenue</b>						
<b>Excise Tax</b>	\$ 3,526,708		\$ 3,421,369		\$ 105,339	103.1%
<b>Interest</b>	\$ 16,744		\$ 20,000		\$ (3,256)	83.7%
<b>Other revenue</b>	\$ 765		\$ -		\$ 765	
<b>Total Revenue</b>	<b>\$ 3,544,217</b>		<b>\$ 3,441,369</b>		<b>\$ 102,847</b>	<b>103.0%</b>
<b>Expenditures</b>						
<b>Arts &amp; Cultural Programming</b>						
<b>Salaries, Wages and Benefits</b>	\$ 71,986		\$ 95,168		\$ (23,182)	75.6%
<b>Program</b>	\$ 36,217		\$ 91,000		\$ (54,783)	39.8%
<b>Grants**</b>	\$ 14,461,083		\$ 6,650,000		\$ 7,811,083	217.5%
<b>Total A&amp;C Exenditures</b>	<b>\$ 14,569,286</b>		<b>\$ 6,836,168</b>		<b>\$ 7,733,117</b>	<b>213.1%</b>
<b>General &amp; Administrative</b>						
<b>Salaries, Wages and Benefits</b>	\$ 67,329		\$ 88,073		\$ (20,743)	76.4%
<b>Facilities, Supplies, Equipment</b>	\$ 21,463		\$ 27,760		\$ (6,296)	77.3%
<b>Professional Fees</b>	\$ 22,071		\$ 54,400		\$ (32,329)	40.6%
<b>Depreciation</b>	\$ -		\$ -			
<b>Total G&amp;A Expenditures</b>	<b>\$ 110,864</b>		<b>\$ 170,233</b>		<b>\$ (59,369)</b>	<b>65.1%</b>
<b>Total Expenditures</b>	<b>\$ 14,680,150</b>		<b>\$ 7,006,401</b>		<b>\$ 7,673,749</b>	<b>209.5%</b>
<b>Net Ordinary Revenue</b>	<b>\$ (11,135,933)</b>		<b>\$ (3,565,031)</b>		<b>\$ (7,570,901)</b>	

\*\* Actual grants figure represents accrual for approved grants for 2015. Outstanding 2015 obligations are on the balance sheet.

	<b>Actual - Accrual</b>	<b>Budget</b>	<b>Actual - Cash</b>
<b>Total Expenditures</b>	<b>\$ 14,680,149.65</b>	<b>\$ 7,006,400.83</b>	<b>\$ 6,775,973.65</b>

**Cuyahoga Arts & Culture**  
**Balance Sheet**

**Mar 31, 15****ASSETS****Current Assets**

<b>Checking/Savings</b>	
KeyBank	59,997.85
RedTree (U.S.Bank)	14,604,616.36
Star Ohio Excise Tax	87,354.87
STAR Plus	2,981,079.78
<b>Total Checking/Savings</b>	<b>17,733,048.86</b>

<b>Accounts Receivable</b>	
<b>11000 · Accounts Receivable</b>	<b>1,150,077.84</b>
<b>Total Accounts Receivable</b>	<b>1,150,077.84</b>

<b>Total Current Assets</b>	<b>18,883,126.70</b>
-----------------------------	----------------------

**Fixed Assets**

<b>15000 · Furniture and Equipment</b>	68,902.67
<b>15001 · Software and Webdesign</b>	10,000.00
<b>17000 · Accumulated Depreciation</b>	-64,258.03
<b>Total Fixed Assets</b>	<b>14,644.64</b>

<b>TOTAL ASSETS</b>	<b>18,897,771.34</b>
---------------------	----------------------

**LIABILITIES & EQUITY****Liabilities****Current Liabilities**

<b>Accounts Payable</b>	
<b>20000 · Accounts Payable</b>	<b>1,663.00</b>
<b>Total Accounts Payable</b>	<b>1,663.00</b>

**Other Current Liabilities**

<b>24000 · Payroll Liabilities</b>	10,447.52
<b>24200 · GOS Grants</b>	6,349,995.00
<b>24300 · Project Support Grants</b>	1,576,335.00
<b>24400 · Other Grants/Program Contracts</b>	15,000.00
<b>Total Other Current Liabilities</b>	<b>7,951,777.52</b>

<b>Total Current Liabilities</b>	<b>7,953,440.52</b>
----------------------------------	---------------------

<b>Total Liabilities</b>	<b>7,953,440.52</b>
--------------------------	---------------------

**Equity**

<b>32000 · Operating Reserve</b>	22,080,263.55
<b>Net Income</b>	<b>-11,135,932.73</b>
<b>Total Equity</b>	<b>10,944,330.82</b>

<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>18,897,771.34</b>
---------------------------------------	----------------------

CAC CIGARETTE TAX COLLECTIONS HISTORY AND 2015 ACTUAL REVENUE				
	<u>2014</u>		<u>2015</u>	
Month	Monthly Tax	13-14% Change	Monthly Tax	14-15% Change
JANUARY	\$ 1,441,567.19	1.61%	\$ 1,289,666.03	-10.54%
FEBRUARY	\$ 901,110.50	-24.64%	\$ 1,086,964.52	20.62%
MARCH	\$ 1,356,099.96	2.80%	\$ 1,150,077.84	-15.19%
APRIL	\$ 1,456,486.30	-4.17%		
MAY	\$ 2,568,321.06	-14.52%		
JUNE	\$ 1,112,606.44	8.54%		
JULY	\$ 383,105.59	-12.49%		
AUGUST	\$ 1,369,293.72	20.56%		
SEPTEMBER	\$ 1,426,900.79	-7.63%		
OCTOBER	\$ 1,408,941.00	-8.85%		
NOVEMBER	\$ 1,112,409.47	1.51%		
DECEMBER	\$ 1,447,873.74	-1.93%		
TOTALS	\$ 15,984,715.75	-4.40%	\$ 3,526,708.39	-4.65%

The Board of Trustees of Cuyahoga Arts and Culture met in regular session on April 13, 2015, commencing at 3:30 p.m., in the Allen Theater at Playhouse Square, 1407 Euclid Avenue, Cleveland, Ohio, with the following members present:

Matthew Charboneau

Sari Feldman

Joseph P. Gibbons

Steven A. Minter

Eliza Wing

The Secretary advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Steven A. Minter moved the adoption of the following Resolution:

**RESOLUTION**

**A RESOLUTION DECLARING IT NECESSARY TO CONTINUE COLLECTION OF AN EXISTING 15-MILL PER CIGARETTE (1½ CENTS, OR \$.015, PER CIGARETTE) TAX FOR AN ADDITIONAL 10 YEARS, AND REQUESTING THE CUYAHOGA COUNTY COUNCIL TO SUBMIT THE QUESTION OF THE CONTINUATION OF THAT TAX TO THE ELECTORS AT THE ELECTION TO BE HELD ON NOVEMBER 3, 2015, PURSUANT TO SECTION 5743.021 OF THE REVISED CODE.**

WHEREAS, at an election on November 7, 2006, the electors of Cuyahoga County approved the levy of a tax at the rate of 15 mills per cigarette (1½ cents, or \$.015, per cigarette), computed on each cigarette sold, for 10 years, beginning February 1, 2007, for the purposes of making grants to support operating or capital expenses of arts or cultural organizations in Cuyahoga County, to defray the costs of acquiring, constructing, equipping, furnishing, improving, enlarging, renovating, remodeling, or maintaining an artistic or cultural facility, and to meet the operating expenses of the District, which tax is scheduled to expire on February 1, 2017; and

WHEREAS, this Board has determined that it is necessary and essential to Cuyahoga Arts and Culture's ability to fulfill its statutory mission to continue collection of that tax for an additional 10 years commencing upon the expiration of the existing tax; and

WHEREAS, this Board has determined to request the Cuyahoga County Council to submit the question of the continuation of the tax for an additional 10 years, beginning February 1, 2017,

to the electors at the election to be held on November 3, 2015, pursuant to sections 5743.021 of the Revised Code;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Cuyahoga Arts and Culture, County of Cuyahoga, Ohio, that:

Section 1. Declaration of Necessity of Tax. This Board hereby finds, determines and declares that it is necessary to continue collection of the existing tax at the rate of 15 mills per cigarette (1½ cents, or \$.015, per cigarette), computed on each cigarette sold, for an additional 10 years, beginning February 1, 2017, for the purposes of making grants to support operating or capital expenses of arts or cultural organizations in Cuyahoga County, to defray the costs of acquiring, constructing, equipping, furnishing, improving, enlarging, renovating, remodeling, or maintaining an artistic or cultural facility, and to meet the operating expenses of the District.

Section 2. Request to Submit Question to the Electors. This Board requests the County Council of the County of Cuyahoga to submit the question of the continuation of that tax to its electors at an election on November 3, 2015, as authorized by Section 5743.021 of the Revised Code.

Section 3. Form of Ballot. This Board requests that the text of the ballot to be cast at the election on the question of the continuation of the tax be substantially as follows, such text having previously been found acceptable to the Ohio Secretary of State for its administrative review process:

For the purposes of making grants to support operating or capital expenses of arts or cultural organizations in Cuyahoga County, to defray the costs of acquiring, constructing, equipping, furnishing, improving, enlarging, renovating, remodeling, or maintaining an artistic or cultural facility, and to meet the operating expenses of the District, shall the existing excise tax continue to be levied throughout Cuyahoga County for the benefit of Cuyahoga Arts and Culture on the sale of cigarettes at wholesale at the rate of 15 mills per cigarette for 10 years?

Section 4. Certification and Delivery of Resolution to County Council. The Secretary of this Board is hereby authorized and directed to deliver or cause to be delivered a certified copy of this Resolution to the Cuyahoga County Council.

Section 5. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 6. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 7. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

Joseph Gibbons seconded the motion.

Upon roll call on the adoption of the foregoing Resolution, the vote was as follows:

<u>Matthew Charboneau</u>	<u>aye</u>
<u>Sari Feldman</u>	<u>aye</u>
<u>Joseph Gibbons</u>	<u>aye</u>
<u>Steven Minter</u>	<u>aye</u>
<u>Eliza Wing</u>	<u>aye</u>

#### **SECRETARY'S CERTIFICATION**

The above is a true and correct excerpt from the minutes of the regular meeting of the Board of Trustees of Cuyahoga Arts and Culture, held on April 13, 2015, commencing at 3:30 p.m., in the Allen Theater at Playhouse Square, 1407 Euclid Avenue, Cleveland, Ohio, showing the adoption of the Resolution hereinabove set forth.

Dated: April 13, 2015

Eliza Wing  
Secretary, Board of Trustees  
Cuyahoga Arts and Culture