



Minutes of the Annual Meeting of the Board of Trustees

Wednesday, April 15, 2020

A meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:00 pm as a Virtual Event in accordance with Ohio General Assembly House Bill 197.

The roll call showed that Trustees Garth, Hanson, Mendez, Scott-Taylor and Sherman were present. It was determined that there was a quorum.

Also in attendance were: CAC staff: Jill Paulsen, CEO + executive director; Luis Gomez; Meg Harris; Heather Johnson-Banks; Dan McLaughlin; India Pierre-Ingram; and Jake Sinatra.

1. APPROVAL OF MINUTES

Motion by Trustee Hanson, seconded by Trustee Scott-Taylor, to approve the minutes from the February 20, 2020 Board meeting. Discussion: None. Vote: all ayes. The motion carried.

2. PUBLIC COMMENT ON MEETING AGENDA ITEMS

Will Sanchez (Cuyahoga County Resident) you can view his comment [here](#).

3. EXECUTIVE DIRECTOR'S REPORT

Ms. Paulsen thanked everyone for joining her and the Board online. Ms. Paulsen's remarks can be found [here](#).

4. BOARD ACTION – GRANTMAKING

Review and Approval of Recommended Changes to 2020 GOS and PS Grant Agreements to Address COVID-related Impacts on Grantee Organizations and Projects

Ms. Paulsen walked the Board through the changes in the grant agreement contracts for both 2020 General Operating Support and 2020 Project Support.

Motion by Trustee Hanson, seconded by Trustee Scott-Taylor to approve recommended changes to 2020 GOS and PS grant agreements to address COVID-related impacts on grantee organizations and projects. Discussion: Trustee Hanson asked if the organizations have to apply to be able to receive dollars or extend their 2020 grants. Ms. Paulsen answered that the form is available online and will be sent out to grantees once approved. Ms. Harris shared that a form needs to be completed due to the nature of the grant agreement which requires both parties to agree to any changes. Trustee Sherman asked what has been done to determine the best course of action for Cuyahoga Arts & Culture. Ms. Paulsen shared that the program team was in continuous conversation with groups and that the changes aligned with national trends. Trustee Mendez shared the importance of the accelerated CAC grant funds as bridge dollars to federal dollars, and providing dollars sooner rather than later helps. Vote: Aye: all ayes. The motion carried.

Approval of 2021 Project Support Guidelines

Ms. Paulsen shared the 2021 Project Support guideline memo with the Board.

Motion by Trustee Mendez, seconded by Trustee Hanson to approve 2021 Project Support guidelines.. Discussion: none. Vote: Aye: all ayes. The motion carried.

Approval of Capacity Building Grants

Ms. Paulsen shared the seven grants providing capacity building support to Cuyahoga County arts organizations that serve communities who have been historically marginalized or underrepresented, and/or organizations that foster artistic expression deeply rooted in and reflective of historically marginalized or underrepresented communities.

Motion by Trustee Scott-Taylor, seconded by Trustee Hanson to approve seven grants, totaling \$125,000, to provide capacity building support to Cuyahoga County arts organizations. Discussion: none. Vote: Aye: all ayes. The motion carried.

Approval of Support for Artist Grants

Ms. Paulsen shared the slate of 15 grants for the remaining 2020 Support for Artists grants designed and managed by nonprofit grant recipients.

Motion by Trustee Garth, seconded by Trustee Hanson to approve the slate of 15 grants, totaling \$190,000, for the remaining 2020 Support for Artists grants designed and managed by our nonprofit grant recipients. Discussion: none. Vote: Aye: all ayes. The motion carried.

5. FINANCE REPORT

Ms. Paulsen walked the Board through the current March revenue and revenue projections for the future. Ms. Harris shared what the investment impact will be for Cuyahoga arts & culture. Ms. Harris' report can be found [here](#).

Trustee Hanson asked if the uptick in revenue in March is related to stockpiling. Ms. Harris shared that we saw upticks in January and February but we won't know if the uptick is related to COVID-19 until April if we see a decrease.

6. BOARD ACTION – Finance and General Business

Approval of Cuyahoga Arts & Culture Staff as Essential Workers

Ms. Paulsen walked through the approval of Cuyahoga arts & culture staff as essential workers.

Motion by Trustee Scott-Taylor, seconded by Trustee Garth, to approve the Cuyahoga arts & culture staff as essential workers. Discussion: Trustee Mendez asked if there was a process and measure to ensure the staff safety with federal changes. Ms. Paulsen shared the current process of safety. Ms. Harris shared that she will draw up a protocol to align with Ohio and national guidelines. Vote: Aye: all ayes. The motion carried.

Emergency Family Medical Leave Act Adoption

Ms. Paulsen walked through the adoption of the Emergency Family Medical leave act.

Motion by Trustee Hanson, seconded by Trustee Scott Taylor, to adopt the Emergency Family Medical Leave Act. Discussion:none. Vote: Aye: all ayes. The motion carried.

Public Records Manager Designee

Ms. Paulsen requested that the Board designate Meg Harris as the Public Records Manager.

Motion by Trustee Garth, seconded by Trustee Scott-Taylor, to designate Meg Harris as the Public Records Manager. Discussion:none. Vote: Aye: all ayes. The motion carried.

Approval of Contracts

Ms. Paulsen shared the contract with Capitol Partners for up to \$15,00 for tax and legal policy research.

Motion by Trustee Hanson, seconded by Trustee Scott-Taylor, to approve a contract of up to \$15,000 with Capitol Partners for tax and legal policy research. Discussion:none. Vote: Aye: all ayes. The motion carried.

7. PARTNERSHIP UPDATE

Trustee Sherman updated the Board on the WolfBrown – strategic partnership project. Trustee Sherman shared that the parties continue to explore ways to collaborate and align work and want to move to Phase II.

Motion by Trustee Scott-Taylor, seconded by Trustee Mendez, to approve and endorse the parties in moving towards Phase II of the work with WolfBrown. Discussion: none. Vote: Aye: all ayes. The motion carried.

8. ELECTION OF OFFICERS

Trustee Scott-Taylor shared with the Board the slate of officers with Trustee Sherman as Chair of the Board, Trustee Mendez as Vice-President, and Trustee Garth as Secretary.

Motion by Trustee Hanson, seconded by Trustee Garth, to approve the election of officers. Discussion: none. Vote: Aye: all ayes. The motion carried.

9. ADJOURNMENT

Motion by Trustee Garth, seconded by Trustee Hanson, to adjourn the meeting. Discussion: None. Vote: all ayes. The motion carried. The meeting was adjourned at 4:40 pm.

Charna Sherman, President, Board of Trustees

Attest:

Gwendolyn Garth, Secretary, Board of Trustees