



Minutes of the Annual Meeting of the Board of Trustees
Wednesday, April 14, 2021

A meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:02 pm as a virtual meeting in accordance with Ohio General Assembly House Bill 197.

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

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

1. APPROVAL OF MINUTES

Motion by Trustee Scott Taylor, seconded by Trustee Hanson, to approve the minutes from the February 10, 2021 Board meeting. Discussion: None. Vote: all ayes. The motion carried.

2. ELECTION OF OFFICERS

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

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

3. PUBLIC COMMENT ON MEETING AGENDA ITEMS

There were no public comments on the meeting's agenda.

4. EXECUTIVE DIRECTOR'S REPORT

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

5. BOARD ACTION – GRANTMAKING

Approval of 2022-2023 General Operating Support guidelines

Ms. Murphy shared the 2022-2023 General Operating Support guidelines memo with the board.

Motion by Trustee Mendez, seconded by Trustee McGowan to approve 2022-2023 General Operating Support guidelines. Discussion: none. Vote: Aye: all ayes. The motion carried.

Approval of 2022 Project Support Guidelines

Mr. Gomez shared the 2022 Project Support guideline memo with the Board.

Motion by Trustee Hanson, seconded by Trustee Scott Taylor to approve 2022 Project Support guidelines. Discussion: Trustee Mendez asked the reason for moving from \$25,000 to \$20,000 maximum grant amount. Mr. Gomez shared that this was based on the revenue decline and is aligned with our forecasting. Ms. Johnson-Banks shared that the groups who primarily received the maximum \$25,000 were primarily not arts and culture. Ms. Johnson-Banks shared that eligible groups may move to Cultural Heritage where they will receive flexible funding. Vote: Aye: all ayes. The motion carried.

Approval of 2022 Cultural Heritage guidelines

Ms. Johnson-Banks shared the 2022 Cultural Heritage guidelines memo.

Motion by Trustee Mendez, seconded by Trustee Scott Taylor to approve the 2022 Cultural Heritage guidelines. Discussion: Trustee Hanson asked if the organizations had received previous project support grants. Ms. Johnson-Banks shared that to be eligible a group needs to have received at least two years of grants. Trustee Scott Taylor asked if the cultural heritage verification is based on staff and board, population, and or programming. Ms. Johnson-Banks shared that it is and will be verified during the eligibility check. Vote: Aye: all ayes. The motion carried.

6. FINANCE REPORT

Ms. Harris shared the financial report with the board. Ms. Harris' report can be found [here](#).

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Trustee Hanson asked if the 12 million in grant expense was accrued or cash expense. Ms. Harris stated that the 12 million reflected approved grant awards for the year, which are partially paid out with non-paid portion on the balance sheet. She added that operating support grantees had received 50% of their grant awards, which is \$5.1 million and the remaining \$6.8 million on the balance sheet was for approved project support grants and the balance of operating support grants. By the end of August an additional \$4.1 million will be paid out to operating support grantees. The balance left is for project support and the final payment for operating support.

7. BOARD ACTION – Finance and General Business

Appointment of members of the Audit and Finance Advisory Committee

Ms. Harris shared all current members are being reappointed, Ed Bell (6 years), Luis Cartegna, Cindy Riehl, and Gary Hanson have agreed to be reappointed for a one-year term. Ed Bell indicated this will be his last term on this committee.

Motion by Trustee Scott Taylor, seconded by Trustee McGowan, to approve the reappointment of members of the Audit and Finance Advisory Committee. 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 Sherman, seconded by Trustee Hanson, to designate Meg Harris as the Public Records Manager. Discussion: none. Vote: Aye: all ayes. The motion carried.

Appointment of Two CAC board members as ex-officio board members of Arts Alliance

Ms. Paulsen requested that the Board approve the appointment of Trustee Sherman and Trustee Mendez as ex-officio board members of the arts alliance.

Motion by Trustee Hanson, seconded by Trustee Scott Taylor, for the appointment of two CAC board members as ex-officio board members of Arts Alliance. Discussion: none. Vote: Aye: all ayes. The motion carried.

Approval of Contracts

Ms. Paulsen shared the contract with Playhouse Square for a one-year lease extension to CAC's current office space, the terms are the same as the prior year.

Motion by Trustee Hanson, seconded by Trustee Mendez, to approve the one-year lease extension for CAC's office space (1501 Euclid Ave. Ste. 407). Discussion: none. Vote: Aye: all ayes. The motion carried.

8. ADJOURNMENT

Motion by Trustee Scott Taylor, seconded by Trustee Mendez, to adjourn the meeting. Discussion: None. Vote: all ayes. The motion carried. The meeting was adjourned at 4:55 pm.

Charna Sherman, President, Board of Trustees

Attest:

Michele Scott Taylor, Secretary, Board of Trustees