



**Minutes of the Regular Meeting of the Board of Trustees**  
Wednesday, December 17, 2025

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A regular meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 3:42 p.m. at Cleveland Public Library, Main Branch, Louis Stokes Wing, 2<sup>nd</sup> Floor.

The roll call showed that Trustees Blakemore, DiCosimo, Isenhardt and Vernaci were present. It was determined that there was a quorum. Trustee Scott Taylor was absent.

Also in attendance were Executive Director Jill Paulsen and CAC staff.

Trustee Isenhardt welcomed guests to the last CAC Board meeting of the year.

**1. APPROVAL OF MINUTES**

Action: To approve the minutes of the November 12, 2025 Regular Meeting of the Board of Trustees.

Motion by – Trustee DiCosimo

Seconded by – Trustee Vernaci

Vote to approve the minutes of the November 12, 2025 meeting.

Vote: all ayes

The motion carried.

**2. EXECUTIVE SESSION**

Action: To adjourn to executive session to consider the compensation and performance of public employees. [3:44 p.m.]

Motion by – Trustee DiCosimo

Seconded by – Trustee Blakemore

Roll Call Vote: Blakemore, aye; DiCosimo, aye; Isenhardt, aye; Vernaci, aye.

The motion carried.

At 4:49 p.m. executive session adjourned, and the Board resumed the public meeting.

**Approval of Personnel Report**

Action: To approve the Personnel Report dated December 17, 2025.

Motion by – Trustee Blakemore

Seconded by – Trustee Vernaci

Vote to approve the Personnel Report dated December 17, 2025.

Vote: all ayes

The motion carried.

### **3. PUBLIC COMMENT ON MEETING AGENDA ITEMS**

No public comment.

### **4. EXECUTIVE DIRECTOR'S REPORT**

Ms. Paulsen thanked everyone for joining her and the Board. Ms. Paulsen's remarks can be found in the meeting materials.

### **5. FINANCE REPORT**

Ms. Harris provided a financial update through November 2025, included in the meeting materials.

**Revenue.** Tax revenue through November 30 was \$17.2M. This is nearly \$1M above forecast year-to-date and \$9.1M above revenue for the same period in 2024. Interest revenue through November was \$470k, which is \$43k below forecast due to declining interest rates.

**Expenditure.** Non-grant expenditures through November were \$910k and are tracking under budget by \$96k due to timing of payments and a staff opening earlier in the year. CAC will end the year under budget for administrative expenses.

### **2025 Year End Outlook**

Revenue at year-end is expected to be approximately \$1M higher than initially forecast, pending tax receipts for December. Expenses for 2025 will be approximately \$175k below budget due to reductions/cancelled grant payments, a staff opening earlier in the year, and modest lower-than-budgeted administrative expenses.

CAC will begin FY26 with a general fund balance of approximately \$4.7M, rebuilding the fund balance from zero at the beginning of FY25, a result of the increased funding received with the passage of Issue 55 last November. The general fund will continue to increase modestly year-over-year until approximately 2029, when CAC will again supplement its annual expenditures with the general fund to compensate for the declining collection of taxes on cigarettes sold within Cuyahoga County annually. Growing the general fund balance in the initial years of this levy cycle is a necessary part of CAC's long-term strategy to provide consistent funding to the arts and culture nonprofit community over the ten-year levy (2026 – 2035).

### **Questions from the Board:**

- Does the Board have a discretionary fund?
- What happens to approved grants when a grantee cannot fulfill their grant obligations?

Ms. Paulsen responded that the Board does not have a discretionary fund and there is not one planned for in the 2026 Budget. She stated that the Board can reappropriate or modify the budget whenever it wants if it is determined there is a reason to do so. She also added that unspent grant funds remain in the general fund for use in future years.

## **2026 Budget**

Action: To approve Cuyahoga Arts & Culture's 2026 budget in the amount of \$14,028,000.

Motion by – Trustee Blakemore

Seconded by – Trustee Vernaci

Discussion: None

Vote to approve Cuyahoga Arts & Culture's 2026 budget in the amount of \$14,028,000.

Roll Call Vote: Blakemore, aye; DiCosimo, aye; Isenhardt, aye; Vernaci, aye.

The motion carried.

## **6. ADMINISTRATIVE ACTIONS**

### **Approval of 2026 Board Meeting Schedule**

Motion: To approve the 2026 Board meeting schedule included in the meeting materials.

Motion by – Trustee DiCosimo

Seconded by – Trustee Vernaci

Vote: to approve the 2026 board meeting schedule included in the meeting materials.

Vote: all ayes

The motion carried.

### **Approval of Contract with FIT Technologies**

Action: To approve a two-year contract (Jan 2026 – Dec 2027) with FIT Technologies for managed IT services, cybersecurity management, and technical support up to \$52,890.

Motion by – Trustee Blakemore

Seconded by – Trustee DiCosimo

Discussion: None

Vote: To approve a contract with FIT Technologies for managed IT services, cybersecurity management, and technical support up to \$52,890.

Vote: all ayes

The motion carried.

## **7. PUBLIC COMMENT ON CAC BUSINESS**

No public comment.

## **8. ADJOURNMENT**

Motion by Trustee DiCosimo, seconded by Trustee Blakemore, to adjourn the meeting.

Vote: all ayes

The motion carried. The meeting was adjourned at 5:13 p.m.

The next meeting will be held at 4:00 p.m. on Wednesday, February 11, 2026.

Attest: \_\_\_\_\_  
Leonard DiCosimo  
Secretary, Board of Trustees