

**Lafayette Cultural Arts Committee
Minutes
August 28, 2012 7:00 PM
Starkey Building**

In Attendance: Mike Adams (Chair), Susan Booker (City Staff Liaison), Lynn Wooten, Mimi McDavid, Karen Raforth, Kate Simpson, Meredith Grundei

Absent: Stacey Bernstein (Vice Chair), Judy Richards (Treasure), Lisa Crandall (Secretary)

1. Time called to order: 7:05 PM

2. Public Participation: None

3. Approval of July 24, 2012 Minutes: Karen Raforth moves to approve as corrected; Lynne Wooten seconds the motion. Passed unanimously.

4. Project Updates and Reports:

a. Art Night Out - Booker

August event had good attendance. Beer Garden is up in sales, but no final rundown is yet available. Booker and Rachel Hanson (PAC/ARTS! Lafayette) are setting up a spreadsheet to tabulate sales. Info will be available in Sept. meeting. August event was up in artist participation and in Sept. we expect even higher participation. The set up in EZ Pawn parking lot booths seemed to raise public visibility, though food truck and artist in that location vocalized feeling "too far away" from central activities. The planning committee has considered other locations on S. Public but currently lacks infrastructure to facilitate set-up/artist interactions. In conversation with City and current owners of (former) Maytag Building to extend/open up the alley to include more food trucks and artist booths. Can we draw people north as a part of future planning.

b. Art Night In/Kids Night In - Booker

Lafayette Rec Center is planning to host Kids Night In again this year. Local Business, specifically pARTiculars will also host Art Night In. Is it possible/worth our energy to help Rec Center and local business coordinate KNI and ANI by offering a coupon or package. There is some consideration of keeping the name Art Night Out and adding the word winter.

c. City Council Budget Workshop - Steve not in attendance

City Council Budget information can be sourced online.

d. Bylaws Final Review and Adoption

Mimi McDavid moves to approve the bylaws. Lynne seconds the motion, passed unanimously.

e. Mini-grants Planning

Subcommittee has been formed including Karen Raforth, Mike Adams, Kate Simpson and Susan Booker. They will meet Sept. 6th 2012 at 503 Café to discuss the current grant application, timeline, and reporting process and make changes to streamline the application, define the grant cycles, and develop a more user friendly reporting process. Group discussion to determine important aspects and outline.

- * Grants must be consistent with each other where information overlaps.
- * Must meet with LCAC mission statement and vision and must ask participant to define how their project/work will do the same.
- * There must be a consistency in the process year to year, the application, and the final report.
- * We need to simplify application to encourage participation and increase the caliber of applications received.
- * Clarify which grants are AiE and which are AiC
- * Clarify year cycle
- * Application must ask applicant to be clear about current status of project, new/existing/future and whether the project will be completed if denied funding.
- * Could we ask for Principal's signature on application instead of a letter
- * Application should include questionnaire, checklist, and budget form.
- * Should a prompt be included asking artist/organization to define how project might support local business/involve community. Group agrees this should be optional but not mandatory.
- * Data that should be included:
 - Number of Artist
 - Number of participants
 - Number of free school lunches
 - Number of audience members
 - Number of members from underserved audience
 - Age group served/ number of adults/number of teens/number of children
 - Number of collaborations

8. Adjournment: Meeting adjourned at 8:45 p.m.

Mike Adams, Chair

Submitted by Lisa Crandall