



**January 28, 2020 Minutes  
LAFAYETTE CULTURAL ARTS COMMISSION  
The Collective Community Arts Center  
201 North Public Road  
7 p.m.**

**Welcome and Public Comment**

Present: Eve Orenstein, Patty Kelly, Lauren Spath-Luhning, Heidi Mallon, Shay Wescott, ACRD Director Susan Booker, Ellen Eherenman and Rachel Hanson, ACRD Staff, and Tim Barnes, City Council Liaison.  
Absent: Karen Raforth

**Approval of Minutes from December meeting**

Shay Wescott **moved to approve to approve the minutes from the December 3, 2019 meeting** . Eve Orenstein seconded. **The motion passed unanimously** .

**Viva Arts - Special Events and Viva Arts First Fridays updates and planning**

- Ellen and Rachel attended to discuss logistics for Viva Arts & First Friday.
- LCAC programming has been so diverse and new - bringing new audiences to The Collective. Viva Arts are on first Fridays. There are now 5 Fridays held for LCAC with 7 Fridays planned by Collective Staff. LCAC still provides support for the staff managed Viva Arts events.
- Eve & Patty are currently the 2 members of the Viva Arts Committee but are open to new members joining. The proposed model for Viva Arts Committee is to start event logistics, bring to LCAC to approve and then help with Planning & Marketing tasks. Early coordination with ACRD staff was detailed in the discussion with Rachel and Ellen.
- A Calendar was handed out with upcoming events and exhibits with which group is responsible for each event noted.
- A spreadsheet that lists event details/checklist/timeline for event planning, marketing, AV, etc. was handed out. There is a separate timeline for marketing (logos & graphics), web/social media presence, press, etc. This aided discussion on marketing cycle for print and digital media, artists contracts, food, payment, etc. Timelines can also apply for grantees and other similar events happening at the Collective. Any graphics outside of the Collective are the responsibility of the grantee/presenter/etc.

**Upcoming workshop with City Council**

- Welcome Tim Barnes - City Council Liaison

- LCAC & Public Art Committee will have a workshop on February 24<sup>th</sup> with City Council (5:30 - 6:30) This event is a hybrid of annual report and conversation with city council about the vision for the future of the arts in Lafayette. LCAC discussed the goals and topics. LCAC will inform City Council of success, future events, value of the arts and community engagement, need for resources as well as brainstorming. This will be in place of a more formal presentation. LCAC also discussed with Tim what City Council would like to see. For example, City Council would like to see emphasis on the big picture and the broad spectrum of the arts - culturally and through different media/mediums/disciplines

#### **Discussion of Goal 1 .b - SA# 1- Job Descriptions for Officers and Board**

- Copies of Goal 1.b were handed out. **Eve Orenstein moved to approve Goal 1.b** . Patty Kelly seconded. **The motion passed unanimously** . The liaison document is now its own document. - LCAC will move on next goal for next meeting

#### **Election of Officers**

- Elections will be postponed until February 25, 2020 meeting.

#### **Debrief grantee reception**

- The feedback from grantees was that they were so grateful for the opportunity to meet other recipients and hear about the other events through this reception. LCAC can improve future receptions by making more time to network after (by pushing presentations earlier), providing a list of LCAC offerings for reference, and better planning for small logistical elements to make the presentation run smoothly, and make the grantee reception an annual event. It was agreed that Heidi will prepare a post event survey that Ellen will send out in a follow up email to the grantees.
- LCAC will reassess how to redistribute grantees who do not currently have LCAC liaison
- LCAC also discussed the Ethiopian Festival grant proposal post award request. LCAC made a compromise to propose scaled back version of event with more detailed budget and possibility to provide venue through Viva Arts. Booker will write a reply and send to Heidi for feedback. Eve made a motion and Heidi seconded that **LCAC increase the Ethiopian Adoption Roots grant by an additional \$300. The motion passed unanimously.**

#### **Budget Report**

- Booker has been meeting with new finance department staff to break down into smaller budget categories. This will lead to overall more managerial detail and budgetary insight.

#### **2020 LCAC and ACRD Calendars**

- Covered above.

### **Comprehensive Plan**

- The final meeting of the Community Advisory Committee will be held on February 27, 2020 with the survey being extended to February 16<sup>th</sup>. This survey has been sent to both general and targeted groups and there is good momentum with arts as part of strategic plan. The survey results will factor into report from consulting group for recommendations to city council.

### **Public Art Committee update**

- PAC's new community grants are launched with an applications deadline of February 1. Swan Lake it Isn't (the blue footed booby sculpture) has been located, rescued and repaired. A PAC Coordinator is very helpful.

### **ARTS!Lafayette update**

- The annual 12 X 12 Arts Ball fundraiser will be held on March 14 at 7:00 PM at the Arts Hub. Canvases are due February 25. Canvases will be hung 2 weeks in advance of the event. This event is still need of volunteers and LCAC members would be especially helpful.
- The First Art Night Out of 2020 will be May 8. Rachel will need LCAC as volunteers all summer.

### **Staff Report**

Opera on Tap will host an event at Stam on Valentine's Day @ 6:30 PM.

### **All Items for February 25, 2020 meeting**

1. Elections
2. Professional Development - DISC and other options
3. Arts in Community grantees without a current liaison

### **Adjournment - 9:00 PM**

**ATTEST:                      LAFAYETTE CULTURAL ARTS COMMISSION**

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**Shay Westcott , Secretary**

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**Karen Raforth, Chair**

