

Cultural Council Meeting Agenda

**Thursday, May 16th 2019
City Hall, 749 Main Street, Louisville, CO
Spruce Conference Room
6:30pm**

We promote arts and culture in Louisville. We program cultural events, advocate for and support artists, and advise City Council. By doing so we engage our diverse social, cultural, and creative community.

I.	Call to Order	5 min
II.	Roll Call	(items I–VI)
III.	Attendance and Volunteer Hours Log (To Be Circulated)	
IV.	Approval of Today's Agenda	
V.	Public Comments: Items Not on the Agenda	
VI.	Correction and/or Approval of April Meeting Minutes	
VII.	Chair's Report (Adam)	5 min
VIII.	Treasurer's Report (Debbie)	5 min
IX.	Staff Report (Katie)	10 min
X.	Public Art	30 min
	i. Sculpture Garden update and unveiling date (Kate)	
	ii. Subcommittee update (Leah)	
XI.	2019 Programming	40 min
	a. Winter/Spring Programming	
	i. 4/24 G. Brown Lecture (Adam)	
	b. Summer Concert Series	
	i. Refresher (Adam)	
	ii. Food Trucks (Katie)	
	iii. Volunteer sign up (spouses/friends welcome)	
	<i>Numbers needed per show:</i>	
	• 1 for no parking signs midday/lunch for appx 15-min	
	• 2 for parking lot entry supervision from 5:15-6:45PM	
	• 4 for LCC tent set up by 5:30PM	
	• 2 to remain at table from 5:30PM on	
	• 5 for donations from audience appx 6:50PM for 10-min	
	c. Fall Programming	
	i. Subcommittee update (Mark)	
XII.	August-September Meeting preparation (Adam)	5 min
XIII.	Community cultural / arts events and announcements	5 min
XIV.	Adjourn	

Attachments:

April 2019 Minutes, Treasurer's Report, Calendar, 2019 Advance Agenda

City of Louisville

City Manager's Office 749 Main Street Louisville CO 80027
303.335.4536 (phone) 303.335.4550 (fax) www.LouisvilleCO.gov

Cultural Council
Meeting Minutes
18 April 2019
Louisville City hall, 749 Main St, Louisville, CO
6:30pm

- I. Call to Order
- II. Roll Call
 - a. Members present: Beth McLennan, Robby Pitt, Kim Poletti, Kate Ward, Leah Franks, Mark Cathcart, Adam Sloat, Sean Moynihan, Debbie Davies, Mike Crowe
 - b. City Representatives present: Katie Zoss, Jeff Lipton
- III. Attendance and Volunteer Hours Log were circulated
- IV. Approval of Today's Agenda: Mike motioned to approve, Kate seconded, all approved
- V. Public Comments: Adam introduced some students, who attended the meeting for a US Government class, and Maylene Mortenson for the LAA (Louisville Arts Association).
- VI. Correction and/or Approval of February Meeting Minutes: Mark motioned to approve, Kim seconded, all approved.
- VII. Chair's Report (Adam):
 - a. Called for an interactive meeting, and for all to please stay on agenda as there is lots to do.
 - b. We will form some sub-committees for public art, community partnerships, and programming.
 - c. Try to have a happy hour in May for further discussion.
- VIII. Treasurer's Report (Debbie):
 - a. Went over the budget and bank transfers.
 - b. Pretty average month, no surprises.
 - c. The money from the city was deposited.
 - d. Debbie will work on calculating costs for each event to help us better understand where we are spending money.
- IX. City Council Report (Jeff):
 - a. Jeff did not report tonight.
- X. Staff Report (Katie):
 - a. The first candidate for the Communications Coordinator didn't work out, but the City hopes to have the next person up and running by June.
 - b. Jeff mentioned that a big goal for this role is to focus on strategic community engagement, with a better website, more use of social media, and in general more 'modern' communications from the City.
 - c. The City will also be hiring a temporary communications assistant for the summer, to help with the summer concert management, fill in some for Katie while she is out.

- d. Katie’s office will move to the library next week. She will be upstairs with some other City staff., which should be good for collaboration.
 - e. The Main St patios go out next week—happy spring!
 - f. Discussed the LAC piano—it’s pretty much always out of tune, and the tuner said we might want to look into having a digital keyboard instead.
 - i. Recent pianists have sent in some recommendations for keyboards.
 - ii. Several members said if the pros are saying go digital, that’s a strong sign that we should.
 - iii. Mike added that many digital keyboards sound better than the real thing.
 - g. Kim mentioned that if we had better infrastructure overall, we could have better programming—as in better lighting, a stage, risers for seating
 - i. Katie said she likes that idea, but the issue is storage.
 - ii. Mark said, more stuff means less capacity.
 - iii. Some discussion about adding a storage shed but not sure if there is a concrete pad to put that on.
 - iv. Mark asked about using the Rec Center.
 - v. Katie said they will look into better lighting, better sound system, possibly a stage.
- XI. LCC Advance Agenda Draft (Adam):
- a. Adam presented this—Katie put it together.
 - b. Mike asked about more time to see the grant applications.
 - c. Adam said we are free to adjust the timing as we like.
 - d. Katie said it’s better to see them all at once after the deadline has passed.
- XII. Public Art:
- a. Mark talked about growing up in a planned community in the UK, where there was public art everywhere.
 - b. The question was raised: do we want to install permanent art or do art rotations?
 - c. Kim mentioned the public art in Lafayette, with rotating artists. She also mentioned neighborhood art and developing a scavenger hunt for art in Louisville.
 - d. Mike said he likes the idea of having a variety of art.
 - e. Kate asked if we should try to develop our own “art identity”.
 - f. Katie said the City has discussed art on the traffic light signal boxes, as well as art playgrounds.
 - g. Robby mentioned the miner and John B statues—were they installed privately or by the City? Also asked about whether there are named neighborhoods in Louisville—people said they are mostly named from the subdivision titles.
 - h. Beth mentioned different places that do painted cows and chickens, as well as murals, and sculptures that are also musical instruments.
 - i. Lean mentioned murals.
 - j. Debbie asjed for interactive art, as well as art installed in different neighborhoods.
 - k. Kim likes wind-based art, and the element-based art in the sculpture garden.
 - l. A sub-committee was formed: Debbie, Kate, Kim, Beth, Mark (lead).

- m. One other idea was and art trail with a map for visitors to use as they walk around.
 - n. Kate gave a brief sculpture garden update.
 - i. Need to find out about the stone to use for the base—Katie and Adam will go have a look at some vendors.
 - ii. Reached out to Tyler about available dates, since we don't want to unveil without him.
 - iii. Debbie asked if there will be a poem for the unveiling.
 - iv. Katie said we will try for better documentation of all these types of events.
- XIII. Arts grants – reallocate the \$1,200 from declined award:
- a. Our meeting packet contains the most up-to-date results for the grants.
 - b. Debbie went through the numbers and suggested possible allocations.
 - c. Kim moved, Mike seconded, to approve the reallocations. Mark opposed; the motion passed.
- XIV. 2019 Programming:
- a. Winter:
 - i. Deb reported on the silent movie
 - ii. 88 attended, with 20 people dressed up as roaring 20s
 - iii. People seemed to like that it was on a Friday.
 - iv. There was a diverse age group.
 - v. G. Brown next week—he needs a projector.
 - b. Summer:
 - i. Adam asked about changing the band name for Zambira to Afro-fusion for social media, because of their show at the Boulder Fox.
 - ii. We have opening bands for Summer Series
 - 1. 6/20: Estella Dawn
 - 2. 6/27: Ultra Lo-fi
 - 3. 7/11: Brian Juan
 - 4. 7/18: Julia Knearl
 - 5. 7/25: Felonius Smith Trio
 - c. Fall programming; a round table brainstorm:
 - i. Clay still interested in doing a lecture
 - ii. Outdoor movies in the neighborhoods
 - iii. Movies at Bittersweet
 - iv. Gemma Wilcox for plays
 - v. Colorado Bongira dancers—maybe at the Pavillion
 - vi. Open mic
 - vii. FY5 band—type of bluegrass band, but we need to commit to a date
 - viii. Opera singers
 - ix. Brass quintet
 - x. Kid's concerts
 - xi. Polly McLean for a lecture
 - xii. CU ensembles

- xiii. Playback West Improv Theater
 - xiv. Indie rock band
 - xv. Bitterroot Trio—maybe for outdoor show?
 - xvi. Zimbabwe dancers
 - xvii. Cirque Italia for a parking lot show
 - xviii. Cody Qualls for 25th anniversary of Kindred on October 5
 - xix. Created a sub-committee for programming with Kim, Robby, Adam, and Leah (lead).
- XV. Member activity: Sean wrote and published a novel based on a 1891 NYC murder, called “Here”.
- XVI. Adjourn at 8:15 PM. Kate moved to adjourn, Mike seconded, all approved.

9:05 AM

05/07/19

Louisville Cultural Council
Reconciliation Detail
 Checking II, Period Ending 04/30/2019

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Beginning Balance							10,491.33
Cleared Transactions							
Checks and Payments - 5 items							
Check	04/03/2019	3019	Altius Quartet	Altius Concert 3/21/19 (correction of one more sol...	X	-12.00	-12.00
Check	04/05/2019	3021	Tyler Stinson	Final Payment "Fire" Sculpture	X	-7,500.00	-7,512.00
Check	04/15/2019	3022	Kate Ward	Snacks: Silent Movie(4/12/19)	X	-25.67	-7,537.67
Check	04/18/2019	3024	Rodney Sauer	Silent Movie on 4/12/2019	X	-696.00	-8,233.67
Check	04/26/2019	3037	G Brown	Lecture 4/24/2019	X	-200.00	-8,433.67
Total Checks and Payments						-8,433.67	-8,433.67
Deposits and Credits - 5 items							
Deposit	04/10/2019			Brown Paper Ticket: Ragged Union	X	1,110.00	1,110.00
Deposit	04/10/2019			City of Louisville \$20K programming, \$10K Art Gr...	X	30,000.00	31,110.00
Deposit	04/15/2019			Square deposit: Silent Movie	X	136.14	31,246.14
Deposit	04/15/2019			Silent Movie tickets	X	755.00	32,001.14
Deposit	04/30/2019			Interest	X	0.20	32,001.34
Total Deposits and Credits						32,001.34	32,001.34
Total Cleared Transactions						23,567.67	23,567.67
Cleared Balance						23,567.67	34,059.00
Register Balance as of 04/30/2019						23,567.67	34,059.00
Ending Balance						23,567.67	34,059.00

Louisville Cultural Council

Balance Sheet

As of April 30, 2019

05/07/19

Accrual Basis

	<u>Apr 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking II	34,059.00
Savings - Great Western Bank	8,423.30
Cash in Box	200.00
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Total Checking/Savings	42,682.30
Other Current Assets	
Public Art Prepaid Expense	14,500.00
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Total Other Current Assets	14,500.00
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Total Current Assets	57,182.30
Fixed Assets	
Public Art on Display	273.47
Furniture and Equipment	800.00
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Total Fixed Assets	1,073.47
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TOTAL ASSETS	58,255.77
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LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	20,434.59
Unrestricted Net Assets	6,316.81
Net Income	31,504.37
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Total Equity	58,255.77
	<hr/>
TOTAL LIABILITIES & EQUITY	58,255.77
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Louisville Cultural Council

Profit & Loss

January through April 2019

05/07/19

Accrual Basis

	<u>Jan - Apr 19</u>
Ordinary Income/Expense	
Income	
Direct Public Support	
Individual Contributions	26.00
Total Direct Public Support	26.00
Government Grants	
City of Louisville	30,000.00
SCFD	2,073.60
Total Government Grants	32,073.60
Program Income	
Ticket Sales	4,684.08
Total Program Income	4,684.08
Investments	
Interest-Checking/Savings	2.16
Total Investments	2.16
Total Income	36,785.84
Gross Profit	36,785.84
Expense	
Program Expense	
Artist Fees	4,882.00
Concessions Supplies	106.98
Total Program Expense	4,988.98
Operations	
Advertising and Marketing	292.49
Total Operations	292.49
Total Expense	5,281.47
Net Ordinary Income	31,504.37
Net Income	31,504.37

Louisville Cultural Council
2019 Profit & Loss Budget vs. Actual
 January through December 2019

	Jan - Dec 19	Budget
Ordinary Income/Expense		
Income		
Direct Public Support		
Individual Contributions	26.00	3,000.00
Gifts In-Kind - Services	0.00	3,730.00
Total Direct Public Support	26.00	6,730.00
Government Grants		
City of Louisville	30,000.00	30,000.00
SCFD	2,073.60	2,074.00
Total Government Grants	32,073.60	32,074.00
Program Income		
Ticket Sales	4,684.08	7,000.00
Total Program Income	4,684.08	7,000.00
Investments		
Interest-Checking/Savings	2.16	10.00
Total Investments	2.16	10.00
Total Income	36,785.84	45,814.00
Gross Profit	36,785.84	45,814.00
Expense		
Program Expense		
Artist Fees		
Summer Concerts	0.00	10,000.00
Artist Fees - Other	4,882.00	7,030.00
Total Artist Fees	4,882.00	17,030.00
Technical Support	0.00	3,500.00
Instructor Fees		
Young Artist	0.00	300.00
Young Writers	0.00	400.00
Total Instructor Fees	0.00	700.00
Equipment	0.00	400.00
Artist Hospitality	0.00	750.00
Concessions Supplies	106.98	1,200.00
Public Art Accrual	0.00	5,000.00
Facility Rental	0.00	3,250.00
Total Program Expense	4,988.98	31,830.00
Awards and Grants		
Cash Awards and Grants	0.00	10,370.00
Total Awards and Grants	0.00	10,370.00
Operations		
Advertising and Marketing	292.49	1,500.00
Gifts	0.00	100.00
Licenses and Fees	0.00	50.00
Meals and Entertainment	0.00	164.00
Merchandise	0.00	500.00
Postage, Mailing Service	0.00	50.00
Supplies	0.00	250.00
Total Operations	292.49	2,614.00

9:13 AM

05/07/19

Accrual Basis

Louisville Cultural Council
2019 Profit & Loss Budget vs. Actual
January through December 2019

	<u>Jan - Dec 19</u>	<u>Budget</u>
Contract Services		
Accounting Fees	0.00	1,000.00
Total Contract Services	<u>0.00</u>	<u>1,000.00</u>
Total Expense	<u>5,281.47</u>	<u>45,814.00</u>
Net Ordinary Income	<u>31,504.37</u>	<u>0.00</u>
Net Income	<u><u>31,504.37</u></u>	<u><u>0.00</u></u>

LCC Presents Calendar updated 5/8/19

DATE	Day	Time	Title	SERIES	LEAD	VOLUNTEER	VOLUNTEER2
5/25/2019	Saturday	3:00 PM	LCC Art Grant: Boulder Opera				
6/9/2019	Sunday		LCC Art Grant: Public Works Theater: Xperiment!				
6/20/2019	Thursday	6:30 PM	Summer Concert #1: Hazel Miller Band				
6/27/2019	Thursday	6:30 PM	Summer Concert #2: Bonfire Dub with Bridget Law				
7/11/2019	Thursday	6:30 PM	Summer Concert #3: ZiMBiRA				
7/18/2019	Thursday	6:30 PM	Summer Concert #4: Face Vocal Band				
7/25/2019	Thursday	6:30 PM	Summer Concert #5: Knot Rock				
9/13/2019	Friday	7:30 PM					
9/21/2019	Saturday	7:30 PM	Alfredo Muro				
9/22/2019	Sunday	3:00 PM					
9/28/2019	Saturday	2:00 PM	LCC Art Grant: Toward Right Relationship				
10/2/2019	Wednesday	7:00 PM	Stories on Stage				
10/5/2019	Saturday	7:30 PM	Acoustic Eidolon				
10/12/2019	Saturday		LCC Art Grant: Motus Theater				
10/16/2019	Wednesday	7:00 PM					
10/18/2019	Friday	4:30 PM	LCC Art Grant: The Dance Front				
11/10/2019	Sunday	3:00 PM	LCC Art Grant: Integral Steps				
11/22/2019	Friday	7:30 PM	<i>FY5 Band?</i>				
11/24/2019	Sunday	3:00 PM					
11/30/2019	Saturday		LCC Art Grant: Luciana da Silva				
12/7/2019	Saturday	7:30 PM	<i>FY5 Band?</i>				
12/11/2019	Wednesday	7:00 PM					

LCC Advance Agenda as of 5/8/19

May 16, 2019

1. Finalize Fall 2019 Programming
2. Sculpture Unveiling

June 20, 2019—CANCEL, Summer Concert

July 18, 2019—CANCEL, Summer Concert

August 15, 2019

1. Initiate Public Art Funding Discussion

September 19, 2019

1. Art Grant Application Review
2. Initiate Spring 2020 Programming
3. Public Art Funding Recommendation to Council

October 17, 2019

1. Finalize Spring 2020 Programming

November 21, 2019

1. Initiate Summer Concert Programming
2. Art Grant Application Published

December 19, 2019—Typically CANCEL (Party in lieu of meeting)

January 16, 2020

1. Distribute Art Grant Applications to LCC
2. LCC officer elections

February 20, 2020

1. Art Grant Review and awards

March 19, 2020

1. Fall 2020 program brainstorming
 2. Finalize Summer concerts
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