

## **Cultural Council Meeting Agenda**

**Thursday, October 17th, 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 September Meeting Minutes	
VII.	Chair's Report (Adam)	5 min
VIII.	Treasurer's Report (Debbie)	5 min
IX.	Staff Report (Katie)	10 min
X.	City Council (Jeff)	5 min
XI.	2020 Budget Discussion	10 min
XII.	Public Art	15 min
	a. Proposed LCC Artwork Commission: Robert Romero Sculpture (Kate/Debbie)	
	b. Evaluation of Proposed Public Art Donation in accordance with City of Louisville Public Art Policy	
	c. Subcommittee update and public art funding discussion (Mark)	
XIII.	Art Grant Application Review	10 min
XIV.	2019 Programming	15 min
	a. Fall Programming	
	i. 9/21 – Alfredo Muro (Sean)	
	ii. 9/22 – Polly McLean lecture (Robby)	
	iii. 10/2 – Stories on Stage "The Last Cowboys" (Mark)	
	iv. 10/5 – Acoustic Eidolon (Adam/Robby)	
	v. 10/16 – Fiske Planetarium Meteorites lecture (Robby)	
	vi. 11/22 – FY5 Band (Leah)	
	vii. 11/24 – My Nature Lab (Kim)	
	viii. 12/7 – Playback West (Beth)	
	ix. 12/11 – Northfield Farm (Kim)	
XV.	2020 Programming	10 min
	a. New programming subcommittee formation	
	b. Review programming ideas	
	c. Dec-Feb Must Be Finalized by Oct 21st	
XVI.	Discuss November meeting agenda (Adam)	5 min
	a. Finalize Spring 2020 Programming	
	b. Public Art Funding Recommendation to Council in Nov	
	c. Initiate Summer Concert Programming in November	
	d. Art Grant Application Published in November	
XVII.	Member activities or community culture events/news to share	5 min
XVIII.	Adjourn	

Attachments:

September 2019 Minutes, Treasurer's Report, Budget, Robert Romero Public Art Sample, Public Art Policy, 2019 Art Grant Application, Calendar, LCC Advance Agenda

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**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***  
**Thursday, September 19<sup>th</sup>, 2019**  
**Louisville City hall, 749 Main St, Louisville, CO**  
**6:30pm**

- I. Call to Order
- II. Roll Call
  - a. Members present: Kim Poletti, Kate Ward, Mark Cathcart, Sean Moynihan, Debbie Davies, Mike Crowe
  - b. City Representatives present: None
  - c. Public present: Justin Deister, graphic and fine artist
- III. Attendance and Volunteer Hours Log were circulated
- IV. Approval of Today's Agenda: Mike motioned to approve, Mark seconded, all approved
- V. Public Comments: Sean introduced Justin Deister who was sitting in to learn more about public art activities
- VI. Correction and/or Approval of February Meeting Minutes: Debbie motioned to approve, Kate seconded, all approved.
- VII. Chair's Report (Sean reading for Adam):
  - a. As a result of the World Next Door festival, it became clear the LCC needs to prod the city to develop a hazardous weather policy for public events. Adam has contacted Heather Balsler to get this started.
  - b. We only have two more meetings before December break, so please do your best to attend.
  - c. Adam appreciates reminders from event leads to post on social media, etc.
  - d. Sean and Mike will be next members to leave the Council. Please be thinking of folks you could recommend for the work we do.
- VIII. Treasurer's Report (Debbie):
  - a. Pretty average month, no surprises.
- IX. Staff Report (Jordan):
  - a. Jordan reported that Katie would be back the following week.
  - b. And, Beth and Robby both need to take the next Open Government Training for Board members
- X. 2020 Budget Discussion:
  - a. City council member Stolzman said the LCC needs to submit their budget request ASAP, and should ask for much more than last year.
    - i. The council began discussing a potential budget for next year lead by Mark.
    - ii. It was proposed to ask for \$30K (programming) + \$15K (arts grants) + \$50K (public art) = totaling \$95K. There was general consensus on this number.
  - b. We should add \$5K for the World Next Door festival next year.

- XI. Public Art:
  - a. As a council, we should develop a process for how to select public art
  - b. Subcommittee on Public Art meets Sept. 25, @Sweetspot Cafe
- XII. Art grant application review:
  - a. Is the council ready to review more applications?
  - b. Mark gave a short summary of his thoughts on the art grant process. Based on discussion from that, he will bring a final document to the next meeting for publication in the next meeting's minutes
  - c. Debbie and Kim agreed to email Dona Laurita and Cyanne Stonesmith to confirm their art grant projects took place in Louisville
- XIII. 2019 Programming:
  - a. Fall programming:
    - i. 9/8 – The World Next Door/Louisville World Culture Day (various)
    - ii. 9/13 – Silent Film: The Doll plus Young Mr. Jazz (Debbie)
      - 1. There were about 54 attendees. It was great fun. Need to get an electric piano (from City budget)
    - iii. 9/21 – Alfredo Muro (Sean)
      - 1. Kim added as additional help
      - 2. Sean took Mike's place as lead
    - iv. 9/22 – Polly McLean lecture (Robby)
    - v. 10/2 – Stories on Stage "The Last Cowboys" (Mark)
      - 1. Kim had to back out of assisting due to conflict
    - vi. 10/5 – Acoustic Eidolon (Adam)
      - 1. Kim had to back out of assisting due to conflict
    - vii. 10/16 – Fiske Planetarium Meteorites lecture (Robby)
    - viii. Review remainder of 2019 programming
- XIV. 2020 Programming:
  - a. New programming subcommittee formation
    - i. This did not happen due to the numbers of council members missing
  - b. Review programming ideas
    - i. This was also put off due to the number of council members missing
- XV. Discuss needs for October/November agenda (Adam).
  - i. Finalize Spring 2020 Programming in October
  - ii. Public Art Funding Recommendation to Council in Oct/Nov.
  - iii. Initiate Summer Concert Programming in November
  - iv. Art Grant Application Published in November
- XVI. Member activities or community culture events/news to share
  - a. Next Louisville Live is Oct. 12
  - b. First Louisville Front Porch music is Sept. 22, 1-4p
- XVII. Adjourn
  - a. Kate motioned to approve, Kim seconded, all agreed

**Louisville Cultural Council**  
**Reconciliation Detail**  
**Checking II, Period Ending 09/30/2019**

Date	Num	Name	Memo	Clr	Amount	Balance
<b>Beginning Balance</b>						16,097.83
<b>Cleared Transactions</b>						
<b>Checks and Payments - 14 items</b>						
09/09/2019	3050	Cassie Pitt	Summer concert poster placement	X	-75.00	-75.00
09/10/2019	3104	Philip Malcolm Doug...	World Culture Day 9/8/19- Skean Dubb	X	-500.00	-575.00
09/10/2019	3106	Flamenco Fantasy ...	World Culture Day 9/8/19	X	-400.00	-975.00
09/11/2019	3110	3rd Harmonic Live P...	World Culture Day 9//19 Sound Engineer	X	-690.00	-1,665.00
09/11/2019	3109	Leah Reddell	World Culture Day 9/8/19 Henna Artist	X	-300.00	-1,965.00
09/12/2019	3108	Bao Bao Foundation	World Culture Day 9/8/19	X	-600.00	-2,565.00
09/16/2019	3101	Adam Sloat	161.22 Facebook ads; \$15.81 water/ice for s...	X	-177.03	-2,742.03
09/16/2019	3102	Colorado Youth Mari...	World Culture Day 9/8/19	X	-150.00	-2,892.03
09/16/2019	3111	Adam Sloat	World Culture Day 9/8/19 Water/ice for perfo...	X	-11.79	-2,903.82
09/16/2019	3100	Adam Sloat	FIRE sculpture unveiling supplies	X	-9.99	-2,913.81
09/17/2019	3112	Rodney Sauer	Silent Movie 9/13/19	X	-456.00	-3,369.81
09/24/2019	3113	Alfredo Muro	Alfredo Muro 9/21/19	X	-888.00	-4,257.81
09/26/2019	3105	Moriarty Moffitt Danc...	World Culture Day 9/8/19	X	-150.00	-4,407.81
09/27/2019	3115	Luciana da Silva	2019 Art Grant (replacement for lost check #...	X	-800.00	-5,207.81
Total Checks and Payments					-5,207.81	-5,207.81
<b>Deposits and Credits - 3 items</b>						
09/16/2019			Square -Silent Movie	X	38.90	38.90
09/16/2019			Silent Movie \$340 tix, \$12.50 donation	X	352.50	391.40
09/30/2019			Interest	X	0.11	391.51
Total Deposits and Credits					391.51	391.51
Total Cleared Transactions					-4,816.30	-4,816.30
Cleared Balance					-4,816.30	11,281.53
Register Balance as of 09/30/2019					-4,816.30	11,281.53
<b>Ending Balance</b>					<b>-4,816.30</b>	<b>11,281.53</b>

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10/07/19

**Louisville Cultural Council**  
**Reconciliation Detail**  
**Savings - Great Western Bank, Period Ending 07/31/2019**

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
<b>Beginning Balance</b>						8,423.51
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	07/31/2019			X	0.21	0.21
Total Deposits and Credits					0.21	0.21
Total Cleared Transactions					0.21	0.21
Cleared Balance					0.21	8,423.72
Register Balance as of 07/31/2019					0.21	8,423.72
<b>Ending Balance</b>					<b>0.21</b>	<b>8,423.72</b>

Louisville Cultural Council  
**Balance Sheet**  
As of September 30, 2019

	<u>Sep 30, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking II	11,281.53
Savings - Great Western Bank	8,423.72
Cash in Box	200.00
<b>Total Checking/Savings</b>	<u>19,905.25</u>
<b>Other Current Assets</b>	
Public Art Prepaid Expense	14,500.00
<b>Total Other Current Assets</b>	<u>14,500.00</u>
<b>Total Current Assets</b>	34,405.25
<b>Fixed Assets</b>	
Public Art on Display	476.24
Furniture and Equipment	800.00
<b>Total Fixed Assets</b>	<u>1,276.24</u>
<b>TOTAL ASSETS</b>	<b><u>35,681.49</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Opening Balance Equity	20,434.59
Unrestricted Net Assets	6,316.81
Net Income	8,930.09
<b>Total Equity</b>	<u>35,681.49</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>35,681.49</u></b>

Louisville Cultural Council  
**Profit & Loss**  
January through September 2019

	<u>Jan - Sep 19</u>
Ordinary Income/Expense	
Income	
Direct Public Support	
Individual Contributions	2,530.33
Total Direct Public Support	2,530.33
Government Grants	
City of Louisville	30,000.00
SCFD	2,073.60
Total Government Grants	32,073.60
Program Income	
Ticket Sales	5,062.98
Total Program Income	5,062.98
Investments	
Interest-Checking/Savings	3.44
Total Investments	3.44
Total Income	39,670.35
Gross Profit	39,670.35
Expense	
Program Expense	
Artist Fees	
Summer Concerts	9,450.00
Artist Fees - Other	8,326.00
Total Artist Fees	17,776.00
Technical Support	790.00
Artist Hospitality	738.32
Concessions Supplies	106.98
Total Program Expense	19,411.30
Awards and Grants	
Cash Awards and Grants	10,370.00
Total Awards and Grants	10,370.00
Operations	
Advertising and Marketing	671.21
Postage, Mailing Service	5.00
Supplies	32.75
Total Operations	708.96
Contract Services	
Accounting Fees	250.00
Total Contract Services	250.00
Total Expense	30,740.26
Net Ordinary Income	8,930.09
Net Income	<u><u>8,930.09</u></u>

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

	Jan - Sep 19	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Direct Public Support</b>		
Individual Contributions	2,530.33	3,000.00
Gifts In-Kind - Services	0.00	3,730.00
<b>Total Direct Public Support</b>	2,530.33	6,730.00
<b>Government Grants</b>		
City of Louisville	30,000.00	30,000.00
SCFD	2,073.60	2,074.00
<b>Total Government Grants</b>	32,073.60	32,074.00
<b>Program Income</b>		
Ticket Sales	5,062.98	7,000.00
<b>Total Program Income</b>	5,062.98	7,000.00
<b>Investments</b>		
Interest-Checking/Savings	3.44	10.00
<b>Total Investments</b>	3.44	10.00
<b>Total Income</b>	39,670.35	45,814.00
<b>Gross Profit</b>	39,670.35	45,814.00
<b>Expense</b>		
<b>Program Expense</b>		
<b>Artist Fees</b>		
Summer Concerts	9,450.00	10,000.00
Artist Fees - Other	8,326.00	7,030.00
<b>Total Artist Fees</b>	17,776.00	17,030.00
<b>Technical Support</b>	790.00	3,500.00
<b>Instructor Fees</b>		
Young Artist	0.00	300.00
Young Writers	0.00	400.00
<b>Total Instructor Fees</b>	0.00	700.00
Equipment	0.00	400.00
Artist Hospitality	738.32	750.00
Concessions Supplies	106.98	1,200.00
Public Art Accrual	0.00	5,000.00
Facility Rental	0.00	3,250.00
<b>Total Program Expense</b>	19,411.30	31,830.00
<b>Awards and Grants</b>		
Cash Awards and Grants	10,370.00	10,370.00
<b>Total Awards and Grants</b>	10,370.00	10,370.00
<b>Operations</b>		
Advertising and Marketing	671.21	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	5.00	50.00
Supplies	32.75	250.00
<b>Total Operations</b>	708.96	2,614.00

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10/07/19

Accrual Basis

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

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	<u>Jan - Sep 19</u>	<u>Budget</u>
Contract Services		
Accounting Fees	250.00	1,000.00
<b>Total Contract Services</b>	<u>250.00</u>	<u>1,000.00</u>
<b>Total Expense</b>	<u>30,740.26</u>	<u>45,814.00</u>
<b>Net Ordinary Income</b>	<u>8,930.09</u>	<u>0.00</u>
<b>Net Income</b>	<u><u>8,930.09</u></u>	<u><u>0.00</u></u>

**Louisville Cultural Council**

	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>2019 Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Direct Public Support</b>			
Individual Contributions	3,000.00	2,415.93	3,000.00
Corporate Contributions	2,500.00	0.00	0.00
Gifts In-Kind - Services/Goods	3,730.00	3,730.00	3,730.00
<b>Total Direct Public Support</b>	<u>9,230.00</u>	<u>6,145.93</u>	<u>6,730.00</u>
<b>Government Grants</b>			
City of Louisville	15,000.00	15,000.00	30,000.00
SCFD	1,795.00	1,784.44	2,074.00
<b>Total Government Grants</b>	<u>16,795.00</u>	<u>16,784.44</u>	<u>32,074.00</u>
<b>Program Income</b>			
Ticket Sales	3,500.00	7,328.47	7,000.00
<b>Total Program Income</b>	<u>3,500.00</u>	<u>7,328.47</u>	<u>7,000.00</u>
<b>Investments</b>			
Interest-Checking/Savings	15.00	11.20	10.00
<b>Total Investments</b>	<u>15.00</u>	<u>11.20</u>	<u>10.00</u>
<b>Total Income</b>	<u>29,540.00</u>	<u>30,270.04</u>	<u>45,814.00</u>
<b>Gross Profit</b>	29,540.00	30,270.04	45,814.00
<b>Expense</b>			
<b>Program Expense</b>			
<b>Artist Fees</b>			
Summer Concerts	7,000.00	5,925.00	10,000.00
Artist Fees - Other	5,500.00	7,068.00	7,400.00
<b>Total Artist Fees</b>	<u>12,500.00</u>	<u>12,993.00</u>	<u>17,400.00</u>
<b>Technical Support</b>	3,000.00	3,300.00	3,500.00
<b>Instructor Fees</b>			
Young Artist	300.00	300.00	300.00
Young Writers	350.00	350.00	400.00
<b>Total Instructor Fees</b>	<u>650.00</u>	<u>650.00</u>	<u>700.00</u>
Equipment	400.00	29.22	400.00
Artist Hospitality	500.00	610.51	750.00
Concessions Supplies	1,000.00	1,269.88	1,200.00
Public Art Accrual			5,000.00
Facility Rental	3,250.00	3,250.00	3,250.00
<b>Total Program Expense</b>	<u>21,300.00</u>	<u>22,102.61</u>	<u>32,200.00</u>
<b>Awards and Grants</b>			
Cash Awards and Grants	5,000.00	4,630.00	10,370.00
<b>Total Awards and Grants</b>	<u>5,000.00</u>	<u>4,630.00</u>	<u>10,370.00</u>
<b>Operations</b>			
Advertising and Marketing	1,700.00	1,158.82	1,500.00
Merchandise			500.00
Gifts	100.00	100.41	100.00
Licenses and Fees	50.00	25.00	50.00
Meals and Entertainment	100.00	32.15	164.00
Postage, Mailing Service	40.00	0.00	50.00
Supplies	250.00	67.69	250.00
<b>Total Operations</b>	<u>2,240.00</u>	<u>1,384.07</u>	<u>2,614.00</u>
<b>Contract Services</b>			
Accounting Fees	1,000.00	850.00	1,000.00
<b>Total Contract Services</b>	<u>1,000.00</u>	<u>850.00</u>	<u>1,000.00</u>
<b>Total Expense</b>	<u>29,540.00</u>	<u>28,966.68</u>	<u>46,184.00</u>
<b>Net Ordinary Income</b>	0.00	1,303.36	-370.00
<b>Net Income</b>	<u>0.00</u>	<u>1,303.36</u>	<u>-370.00</u>



ROBERT ROMERO

City of Louisville, Colorado

# Public Art Policy

2018

## ABOUT THE PUBLIC ART POLICY

The City of Louisville seeks to offer high quality Public Art that engages residents and visitors and celebrates the cultural legacy of Louisville. This policy is intended to supplement Chapter 14.20 of the Louisville Municipal Code (LMC) regarding Public Art, to guide the acquisition of works of art by the City and their placement on public property and in public buildings within the City.

The Public Art Policy (Policy) is created at the direction of the Cultural Arts Master Plan (adopted April 2017) and the City of Louisville's Comprehensive Plan (adopted May 2013), and seeks to apply the 2016 Best Practices for Public Art Projects established by the Public Art Network Council and the Americans for the Arts.

## LIMITATIONS OF THIS POLICY

For the purpose of this Policy, "Public Art" is defined as a work of art owned by the City of Louisville and placed on public property. "Work of art" means and includes, but is not limited to, a sculpture, monument, mural, fresco, relief, painting, mosaic, ceramic, weaving, carving and stained glass. This Policy does not address art on privately owned property that is available for public viewing such as murals on private businesses. This policy also does not apply to works of art within the exemptions in Section 14.20.090 of the LMC.

The Policy does not address changing the current City budget or allotting additional funds for the purchase of Public Art. It outlines the process for selecting works of art to be purchased with City funds utilizing current City of Louisville procurement policies, or for accepting/rejecting works of art proposed for donation to the City by individuals or organizations.

## PUBLIC ART MANAGEMENT

The Louisville Cultural Council (LCC) will have the authority to make decisions on matters of Public Art. Cultural Arts/Special Events staff will provide support and may recommend that the LCC seek additional guidance or participation from experts such as artists, arts professionals and design professionals.

The LCC will make decisions regarding:

1. Public Art site selection
2. Design and review of commissioned works of art
3. Review, acceptance and rejection of donations, loans and purchases of works of art
4. Planning for conservation and maintenance
5. De-accession and removal of works of art

The City Council may review an LCC decision regarding proposed installation of Public Art in accordance with the LMC.

## GUIDING PRINCIPLES FOR PUBLIC ART IN LOUISVILLE

Public Art in Louisville must align with the following Guiding Principles:

1. Celebrate quality art and design
2. Enhance community identity and place
3. Contribute to community vitality
4. Involve a broad range of people and communities
5. Value artists and artistic process

6. Use resources wisely

## PUBLIC ART VALUES

In addition to meeting the Guiding Principles, several values have been identified that are priorities of the Louisville community and which should be considered when selecting or approving new Public Art installations. Public Art in Louisville should strongly reflect one or more of the values outlined below.

### WORK OF ART AND ARTIST SELECTION VALUES

1. High artistic quality
2. Celebrate Louisville, Front Range, Colorado and National artists of importance
3. Appeal to Louisville residents and visitors
4. Materials that are durable and appropriate to the proposed site
5. Subject matter that is meaningful to the Louisville community
6. Diversity of thought and artistic expression
7. Appropriateness of the piece for all ages

### SITE SELECTION VALUES

1. Support of economic development and revitalization efforts
2. Encouraging exploration and discovery throughout the City of Louisville
3. Sites with compelling site-specific works of art
4. Placemaking and opportunities for art to create community
5. Accessibility for all
6. Pedestrian access
7. Locations that allow viewers to pause and experience the works of art

## APPROVAL PROCESS FOR PUBLIC ART INSTALLATIONS

When considering a new Public Art installation, the following process will be followed:

1. **Evaluation:** The LCC will evaluate proposed Public Art donation or purchase.
2. **Public Notice:** Notice will be given and the public will have an opportunity to comment on the proposal.
3. **Approval:** The LCC will vote on whether to approve the proposed Public Art installation.
4. **City Council Review** (if applicable): The City Council may choose to review a decision of the LCC in accordance with the LMC.
5. **Purchase/Acceptance of Donation and Installation.**

## EVALUATION

The LCC will evaluate proposed Public Art installations by considering the following criteria:

### CHOICE OF ARTIST AND WORK OF ART

Artist and works of art selected should reflect one or more of the Work of Art and Artist Selection Values.

### SITE SELECTION

A specific site must be selected and should reflect one or more of the Site Selection Values. The LCC must address any permissions or permits needed for the proposed location and any concerns about future viability of the location.

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## PURCHASE AGREEMENT/DONATION ACCEPTANCE AGREEMENT TERMS

The LCC must research and determine that the work of art can be acquired under appropriate terms and that enough information is known about the work of art to appropriately evaluate its durability and expected maintenance. Specific terms that must be discussed with the donor, artist or seller include:

1. Value of the work of art
2. Description including title, artist and materials
3. Maintenance and conservation plans
4. Realistic lifespan of the work of art
5. Rights of the City to ownership or to reasonable use of images of the work of art for publicity, educational and promotional purposes
6. De-accession plan

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## FUNDING

The LCC must determine the cost to purchase and install the work of art and affirm that appropriate funds are available. The LCC must further determine that funds will be available for the expected ongoing maintenance of the work of art.

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## GUIDING PRINCIPLES

Looking at the acquisition and installation of the work of art as a whole, the LCC must determine that the work of art and proposed site meet the Guiding Principles for Public Art in Louisville.

## PUBLIC NOTICE

If the LCC decides to proceed with a proposed Public Art installation after its initial evaluation, then prior to its final decision and installation, public notice will be made and the public will have an opportunity to comment.

A sign will be placed at the proposed installation site for a minimum of 15 days prior to the date of the meeting when the LCC will vote on whether to acquire and install the work of art. The sign should include the following information:

1. Description, photograph or drawing of the work of art
2. Description, photograph or drawing of the proposed location
3. Anticipated lifespan
4. Maintenance plans
5. Source of work of art (donation/purchase)
6. Date, time and location of public meeting
7. Contact information for submitting public comment

## LOUISVILLE CULTURAL COUNCIL APPROVAL

The LCC will discuss the proposed Public Art installation at the meeting announced on the public notice. The public will have an opportunity to comment at the meeting and comments received in writing will be shared. The LCC may then vote on whether to approve the proposed Public Artwork installation. All decisions by the LCC as to acquisition and placement of works of art shall be considered final.

## CITY COUNCIL REVIEW

All decisions by the LCC as to acquisition and placement of works of art shall be considered final unless the City Council within 45 days of the decision chooses to review the decision, which review shall occur at a subsequent City Council meeting.

## ARTWORK REMOVAL/DE-ACCESSING

From time to time, it may be appropriate for the LCC to consider de-accessing a piece of Public Art, the process of withdrawing a work of art from public exhibition through storage, loan or disposal. Following current Best Practices for Public Art, the LCC may de-access a work of art when any one or more of the following circumstances exist:

1. The repair of a damaged work of art is impractical or the cost is excessive in relation to the cost of the work of art.
2. The work of art poses a public safety risk.
3. The security and condition of the work of art cannot be reasonably guaranteed in the present site.
4. The use of the particular public space has changed and re-siting the work of art would be inappropriate because it would impact the contextual meaning of the work of art.
5. The work of art is of inferior quality to other works in the collection or is incompatible with the rest of the collection.
6. The City wishes to replace the work of art with a work of more significance or appropriateness by the same artist.
7. The work of art does not meet the Values or Guiding Principles of the collection.
8. The work of art has received documented, unabated adverse reaction from the community over a period of time and modifications to the work are not possible.

The City Council may choose to review a decision of the LCC regarding de-accession of a piece of Public Art within 45 days of the decision, which review shall occur at a subsequent City Council meeting.

## DE-ACCESSION APPROVAL PROCESS

1. **Evaluation:** The LCC will evaluate the work of art based on the Removal/De-Accessing criteria.
2. **Public Notice:** Public notice will be made and the public will have an opportunity to provide comment.
3. **Approval:** The LCC may vote to de-access a piece of Public Art.
4. **City Council Review** (if applicable): The City Council may choose to review a decision of the LCC regarding de-accession of a piece of Public Art within 45 days of the decision, which review shall occur at a subsequent City Council meeting.
5. **Removal/De-accession.**

## DE-ACCESSION PROCESS

When de-accessing a piece, the artist will first be informed in writing of the decision and will be given right of first refusal to buy back the de-accessioned work of art. Donor will be informed in writing of the intent to de-access the Public Art (if applicable).

The following means of de-accession will be considered (in order):

1. Re-donation, sale or other specific action as agreed upon with the donor or artist at the time of the City's acquisition of the work of art
2. Sale of the work of art

3. Trade for one or more other works of art by the same artist
4. Indefinite loan to another government entity
5. Destruction of a work of art that is deteriorated or damaged beyond repair at a reasonable cost and deemed to be of no or only a negligible value

**RESOLUTION NO. 4  
SERIES 2018**

**A RESOLUTION APPROVING THE 2018 PUBLIC ART POLICY**

**WHEREAS**, the City of Louisville is a home rule municipal corporation organized under and pursuant to Article XX of the Colorado Constitution and the Louisville Home Rule Charter; and

**WHEREAS**, by virtue of such authority, City Council adopted the 2013 Comprehensive Plan on May 7, 2013 by Resolution 18, Series 2013; and

**WHEREAS**, Principle CS-6 of the Comprehensive Plan asks for the development of a Cultural Arts Master Plan aimed at “integrating the arts, culture and humanities with urban design, economic development, education and other community development initiatives”, and

**WHEREAS**, City Council adopted the 2017 Cultural Arts Master plan on April 18, 2017 by Resolution 22, Series 2017, and

**WHEREAS**, the Cultural Arts Master Plan identifies the need for the creation of a Public Art Policy as a way of providing diverse and engaging cultural activities in the City, and

**WHEREAS**, the City Council and the Louisville Cultural Council formally initiated a process to establish a Public Art Policy, which included best practices for public art as identified by the Public Art Network Council and the Americans for the Arts, and

**WHEREAS**, a duly noticed public meeting on November 16, 2017, the Louisville Cultural Council recommended that the Public Art Policy be approved as it enables the City to implement the Cultural Arts Master Plan and its goal of providing diverse and engaging cultural activities in the City, and

**WHEREAS**, City Council has reviewed the Public Art Policy, including the recommendation of the Louisville Cultural Council and finds that the Public Art Policy should be approved.

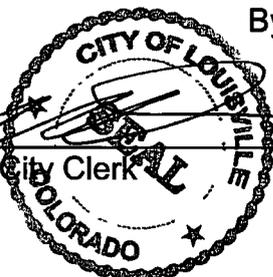
**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Louisville, Colorado does hereby approve the 2018 Public Art Policy.

**PASSED AND ADOPTED** this 20<sup>th</sup> day of February, 2018.

By:   
Robert P. Muckle, Mayor

Attest:

  
Meredyth Muth, City Clerk



## CITY OF LOUISVILLE ART GRANT APPLICATION

Grant Cycle: March 1, 2019-February 29, 2020

Application Deadline: January 15, 2019 at 5:00 pm

### About the Art Grants

The Louisville Cultural Council (LCC) is offering art grants to artists and arts organizations serving the Louisville community. The art grant program provides financial and facility support to projects which utilize the arts as their primary means of expression. In awarding these grants, the Louisville Cultural Council seeks to further their mission of engaging our diverse social, cultural, and creative community. Diversity of media and creative artistic expression is encouraged.

### Eligibility Requirements

- Programs must primarily focus on artistic expression or arts education.
- Projects must take place in Louisville, Colorado.
- Special consideration will be given to artists and organizations based in Louisville, CO.
- Any individual or organization may apply. Organizations **do not** need to have 501c(3) status to apply.
- All projects must take place between March 1, 2019 and February 29, 2020.
- The application must be received by 5pm on Tuesday, January 15, 2019

### Evaluation Criteria

Applications will be evaluated by the Louisville Cultural Council. LCC members may reach out to applicants via phone or email with additional questions. Evaluation criteria includes but is not limited to:

- Community reach / Number of people served
- Adds program diversity (subject matter, artistic discipline, etc.)
- Reaches underserved audiences
- Merit of the program or event
- Demonstrated ability of the applicant to execute the program

### Grant Awards

**Funding:** Applicants may request up to \$1,500 in funding. Applicants are encouraged to demonstrate additional sources of funding for their project in addition the Louisville Cultural Council's Art Grant Request.

**Performance Space:** Applicants may request one complimentary day of use of the Louisville Center for the Arts, or Steinbaugh Pavilion (NEW for 2019). Dates may be reserved on a first come, first served basis once grantees have been notified of their award. To inquire about potentially available dates, please email [kzoss@louisvilleco.gov](mailto:kzoss@louisvilleco.gov).

**Rehearsal Space:** is not guaranteed as part of the grant award. However, one complimentary day for rehearsal may be awarded if a mutually agreeable date is available. Additional time for rehearsal or additional

performances is subject to normal rental fees. See <http://www.louisvilleco.gov/visitors/center-for-the-arts> or <http://www.louisvilleco.gov/residents/steinbaugh-pavilion> for more information.

**Marketing:** The Louisville Cultural Council will assist with distribution of promotional materials such as posters and listing on the City Arts and Events Calendar. Grant recipients must provide copies of materials 6 weeks prior to their event. All materials must include the LCC logo or listing the Louisville Cultural Council as a sponsor.

## Grant Recipient Responsibilities

Grant recipients are the producers and presenters of their projects. As such, they are responsible for all aspects of executing the project including but not limited to:

- Any technical or A/V needs of the project
- All advertising and promotion of the event

Grant recipients may charge admission and keep all ticket revenues.

Grant recipients must complete and submit a post-event Art Grant Evaluation within 60 days of the event/program to be eligible for future program funding consideration.

## 2019 Grant Timeline

December, 2018	<i>Art Grant Program applications available</i>
January 15, 2019	<i>Deadline for Application</i>
January 17, 2019	<i>LCC Receives Grants for Review</i>
February 21, 2019	<i>Grant Review Meeting- meeting is open to the public</i>
Week of February 25	<i>Grant Awardees Notified</i>
Post Event	Art Grant Evaluation forms are due from all awardees no later than 60 days after the program/event

# CITY OF LOUISVILLE ART GRANT APPLICATION

## Grant Cycle: March 1, 2019-February 29, 2020

### General information

I am applying as an:  Artist  Organization

Name: \_\_\_\_\_

Legal Name (if different): \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Website (if applicable): \_\_\_\_\_

### For Organizations

Year founded: \_\_\_\_\_ Federal Tax ID#: \_\_\_\_\_

501c3 Organization?  Yes  No

### Program/Event Information

Title: \_\_\_\_\_

Program Discipline: (Please check all that apply)

Visual Arts  Theater  Dance  Music  Film  Other: \_\_\_\_\_

Proposed Date for Program/Event: \_\_\_\_\_

Proposed event location: \_\_\_\_\_

Collaborative Partner(s), if any: \_\_\_\_\_

Number of Artists Participating: \_\_\_\_\_

Expected Attendance: \_\_\_\_\_

Ticket Price (if applicable): \_\_\_\_\_

**Please give a brief overview of your project: (2-3 sentences)**

**Project goal(s):**

**Target audience:**

**Please describe your project in more detail, outlining the scope and means of executing the project. (Please attach a separate sheet of paper, if needed.)**

**Please describe prior experience in executing similar programs.**



**How will your organization clearly measure the success of your project/event?**

**How will your organization market your program/event?**

**How will your event benefit Louisville residents?**

**Please include any additional information we should know in order to evaluate your funding request.**

**If selected, would your organization like to request use of the Louisville Center for the Arts or Steinbaugh Pavilion?**

*Grant awards include one complimentary day of rental for your performance/event. One additional day may be requested for rehearsal. Space is available on a first come, first served basis and specific dates cannot be guaranteed until after grants are awarded.*

Thank you for submitting your application for a Louisville Arts Programming Grant. By signing below, signee agrees that all information provided is accurate and reflects the nature of your project/event.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Board Representative, if applicable

\_\_\_\_\_  
Date

**Please return this application by 5pm on Tuesday, January 15, 2019 to [KZoss@LouisvilleCO.gov](mailto:KZoss@LouisvilleCO.gov).**

You may also mail or drop off your application at the following address:

Louisville Cultural Council, C/O Katie Zoss, 749 Main Street, Louisville, CO 80027

**Additional questions or concerns about the grant process or this application?**

Katie Zoss, Cultural Arts and Special Events Coordinator, [KZoss@LouisvilleCO.gov](mailto:KZoss@LouisvilleCO.gov), 303-335-4581.

## LCC Presents Calendar updated 10/10/19

DATE	Day	Time	Title	SERIES	LEAD	VOLUNTEER	VOLUNTEER2
9/8/2019	Sunday	4:00 PM	The World Next Door/World Culture Day Festival		Various		
9/13/2019	Friday	7:30 PM	Silent Film: The Doll plus Young Mr. Jazz	Film	Debbie		
9/21/2019	Saturday	7:30 PM	Alfredo Muro	Music	Mike		
9/22/2019	Sunday	3:00 PM	Polly McLean	Lecture	Robby		
9/28/2019	Saturday	2:00 PM	LCC Art Grant: Toward Right Relationship	Art Grant	Debbie		
10/2/2019	Wednesday	7:00 PM	Stories on Stage: John Branch's The Last Cowboys	Library	Mark		
10/5/2019	Saturday	7:30 PM	Acoustic Eidolon	Music	Adam		
10/12/2019	Saturday		LCC Art Grant: Motus Theater	Art Grant	Kim		
10/16/2019	Wednesday	7:00 PM	Fiske Planetarium Presents Meteorites	Lecture	Robby		
10/18/2019	Friday	4:30 PM	LCC Art Grant: The Dance Front	Art Grant	Mike		
11/10/2019	Sunday	3:00 PM	LCC Art Grant: Integral Steps	Art Grant	Leah		
11/22/2019	Friday	7:30 PM	FY5 Band	Music	Leah	Robby	Mike
11/24/2019	Sunday	3:00 PM	My Nature Lab	Family/Na	Kim	Sean	Adam
11/30/2019	Saturday		LCC Art Grant: Luciana da Silva	Art Grant	Mark		
12/7/2019	Saturday	7:30 PM	Playback West (Improv)	Theatre	Beth	Mark	Kim, Kate
12/11/2019	Wednesday	7:00 PM	Laura Miller/Northfield Farm: Food/Sustainability	Lecture	Kim	Leah	
1/19/2020	Sunday	3:00 PM					
1/25/2020	Saturday	7:30 PM					
2/15/2020	Saturday	7:30 PM					
3/20/2020	Friday	7:30 PM					
4/5/2020	Sunday	3:00 PM					
4/10/2020	Friday	7:30 PM					
4/24/2020	Friday	7:30 PM					

## **LCC Advance Agenda as of 10/9/19**

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### **October 17, 2019**

1. Finalize Spring 2020 Programming
2. Review Art Grant Application

### **November 21, 2019**

1. Initiate Summer Concert Programming
2. Art Grant Application Published
3. Funding for Public Art—discussion in preparation for City Council Study Session

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

### **January 16, 2020**

1. Distribute Art Grant Applications to LCC
2. New member welcome
3. LCC officer elections

### **February 20, 2020**

1. Art Grant Review and awards
- 2.

### **March 19, 2020**

1. Fall 2020 program brainstorming
2. Finalize Summer Concerts

### **April 16, 2020**

- 1.
- 2.

### **May 21, 2020**

1. Finalize Summer Concert Volunteers
2. Finalize Fall 2020 programming

### **June 18, 2020—Typically CANCEL (Summer Concerts in the Park Begin)**

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