

Cultural Council Meeting Agenda

**Thursday, October 15, 2020
Virtual Meeting
5:30PM**

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.

This meeting will be held electronically. Residents interested in listening to the meeting or making public comments can join in one of two ways:

- 1) You can call in to (408) 638-0968 or Toll Free (833) 548-0276 Webinar ID # 871 6076 8359.***
- 2) You can log in via your computer. Please visit the City's website here to link to the meeting: <https://www.louisvilleco.gov/government/boards-commissions/cultural-council>***

The Council will accommodate public comments as much as possible during the meeting. Anyone may also email comments to the Council prior to the meeting at KZoss@LouisvilleCO.gov.

I.	Call to Order	5 min
II.	Roll Call	(items I–VI)
III.	Approval of Today's Agenda	
IV.	Public Comments: Items Not on the Agenda	
V.	Correction and/or Approval of September Meeting Minutes	
VI.	Chair's Report	
VII.	Staff Report and Budget Update	10 min
VIII.	2021 Art Grant Application Review	20 min
IX.	Public Art	20 min
	a. Public Art Committee Update	
	b. Crosswalk Beautification Project	
	c. ARTirondack chair project wrap-up, lessons learned	
	d. Robert Romero Sculpture Update	10 min
X.	Programming	
	a. Roots of Injustice, Seeds of Change Workshop 10/10 (2020 LCC Art Grant)	
	b. Fall Pumpkin Take and Make Craft 10/26-10/30 (Library Collaboration)	
	c. "Paint and Sip" Adult/Teen Art Opportunity 11/17 (Library Collaboration)	
	d. Sustainability Film Series (LSAB Collaboration)	
	a. The Story of Plastic 11/12	
	b. Wasted! The story of food waste 12/2	
	c. The Age of Consequences 1/14	
	d. Catching the Sun 2/24	
	e. Death by Design 3/15	
XI.	December Meeting Date/time	2 min
XII.	Adjourn	

Attachments:

September 2020 Minutes, Budget, 2021 Art Grant Application Draft

Citizen Information

Persons with disabilities planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact Katie Zoss at 303.335.4581 or kzoss@louisvilleco.gov. A forty-eight-hour notice is requested.

Cultural Council Meeting Minutes

Thursday, September 17, 2020

Virtual Meeting

5:30 PM

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.

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<https://www.louisvilleco.gov/government/boards-commissions/cultural-council>

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I. Call to Order Meeting: 5:32

II. Roll Call

Present: Adam Sloat, Kim Poletti, Beth McLennan, Kate Ward, Tami Owen, Katie Zoss, Kurt Kowar (City)

Absent: Robby Pitt, Leah Franks, Debbie, mark

III. Approval of Today's Agenda Kate approves, Kim seconds

IV. Public Comments: Items Not on the Agenda - None

V. Correction and/or Approval of August Meeting Minutes - None Beth approves, Kim seconds

VI. Chair's Report (Adam) - None

VII. Staff Report and Budget Update (Katie) No change in budget from last month. The State has implemented a 5 stage system to replace the 3 level system, in terms of regulating crowd size. 25 - 100 person limit for indoor depending on size of space, 175 in outdoor spaces. Rachel is no longer has time for the LCC, her position will be posted for application in 2021. Discussion with Kurt about coyote installations distracting drivers, LCC agreed they are great, but more information to residents about their placement would be needed.

VIII. Crosswalk Beautification Project (Katie/Kurt) 1 month of CBP project recommendations, residents provided good ideas and would like to see something different than stamped concrete. Kurt would love feedback from the LCC and wondering about involvement to help move the project forward. Kim has spoken to a few artists and would like to help see the project move forward helping with call for entry, etc. Katie clarified, does the LCC take on a few intersections, or a further brainstorm, Kurt agreed a brainstorm would be best. Kim will work with Katie to put out the message to artists to join a brainstorming meeting, Kurt will coordinate with Katie to set up the meeting.

IX. ARTirondack update (Katie) 209 entries so far, all chairs have several entries.

X. Sculpture Installation Update (Kate) The sculptor, Robert, said the installation should be done toward the end of October.

City of Louisville

City Manager's Office

749 Main Street

Louisville CO 80027

303.335.4536 (phone)

303.335.4550 (fax)

www.LouisvilleCO.v

- XI. Arts Grants (Adam) Awarding grants based on previous projects may need to change due to covid, Katie said any changes should be posted by October to give time for applications. Katie suggested using grants to fund artists equipment/professional development/online programs. Grants in the past have been focused on providing programming/art to Louisville residents, maybe this grant should be more focused on the artists. Katie suggested to break up the \$10,000 to word that some of the money is for professional development and some for projects. Katie asked how do we help applicants that are not in Louisville to receive funds for professional development, Adam. Kate suggested if artists have a connection, previous performances, work, moved recently that have contribute to the Louisville art Scene can apply. Katie will draft up wording for the application to include equipment/professional development/materials/supplement artists to do charity work. Wording to include, ongoing charitable efforts to help artists to continue their efforts.
- XII. Fall Programming (Leah, not present)) Adam: Leah send an email regarding fall programming. Kim reached out to fall programming in the past, questions about does the LCC have insurance for groups. Katie, using community park can work with proper instructions and compliance, but if it doesn't reach more than 75 people is it worth the effort. Is pumpkin carving possible in October? Discussion about size/viability. Beth suggested a virtual online submission for pumpkins, LCC agrees to ask Robbie to move it forward. Beth will email Robbie to explain the LCC's decision. Katie said the LCC budget is still there for fall programing that can be used for other purposes, some of the funds can be moved, example, library has art programs that needs help with funding. LCC agrees to to help fund other art programs happening in the city. Beth moves to approve funds up to \$3000 between now and the next meeting, Kim Seconds. Funds will be allocated to city art projects and Katie will keep the LCC posted on accepted projects.
- XIII. October meeting time - October 15 at 5:30
- XIV. Adjourn - Kate moves to adjourn, Beth seconds, meeting adjourns at 6:42pm.
- XV.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL API	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET
101122	537010	Fourth of July	\$ 31,800	\$ 1,800	\$ -	\$ -
101122	537020	Fall Festival	\$ 12,000	\$ 6,000	\$ 912	\$ 5,088
101122	537040	Festival of Lights	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
101122	537080	Other Special Event Costs	\$ 15,000	\$ 10,000	\$ -	\$ 10,000
101122	537091	Street Faire DBA	\$ 75,000	\$ 50,000	\$ 47,500	\$ 2,500
101122	537092	Downtown Flowers/Winter Lights	\$ 75,000	\$ 50,000	\$ 14,331	\$ 32,919
		Total 101122 General Events	\$ 210,800	\$ 119,800	\$ 64,743	\$ 40,807

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL API	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET
101730	511000	Regular Salaries	\$ 40,080	\$ 33,680	\$ 28,485	\$ 5,195
101730	512000	FICA Expense	\$ 3,060	\$ 2,580	\$ 2,019	\$ 561
101730	512100	Retirement Contribution	\$ 2,200	\$ 1,860	\$ 1,567	\$ 293
101730	512200	Workers Compensation	\$ 490	\$ 490	\$ 336	\$ 154
101730	513000	Medical Insurance	\$ -	\$ -	\$ 150	\$ (150)
101730	513100	Dental Insurance	\$ 370	\$ 370	\$ 530	\$ (160)
101730	513300	Life, AD&D & LTD Insurance	\$ 410	\$ 410	\$ 296	\$ 114
101730	513400	Employee Assistance Plan	\$ 10	\$ 10	\$ 10	\$ (0)
101730	520100	Office Supplies	\$ 200	\$ 200	\$ 128	\$ 72
101730	522500	Non-Capital Furn/Equip/Tools	\$ 500	\$ 500	\$ 180	\$ 320
101730	522900	Miscellaneous Supplies	\$ 4,500	\$ 2,500	\$ 556	\$ 1,945
101730	530815	Arts Grants	\$ 10,000	\$ 10,000	\$ 8,350	\$ 1,650
101730	530820	Public Art	\$ 25,000	\$ 49,580	\$ 15,667	\$ 33,913
101730	532000	Advertising/Marketing	\$ 5,000	\$ 1,100	\$ 1,070	\$ 30
101730	532200	Printing	\$ 1,000	\$ 1,000	\$ 452	\$ 548
101730	532230	Dues/Subscriptions/Books	\$ 100	\$ 100	\$ 366	\$ (266)
101730	535030	Comm Svcs-Internet/Cable	\$ 1,200	\$ 1,200	\$ 990	\$ 210
101730	538101	Travel, Training, & Meetings	\$ 2,000	\$ 600	\$ 17	\$ 583
101730	538330	Louisville Cultural Council Programming	\$ 20,000	\$ 13,220	\$ 6,119	\$ 7,101
101730	538999	Other Services and Charges	\$ 1,500	\$ 1,500	\$ 1,080	\$ 420
101730	540900	Prof Serv-Other	\$ -	\$ 3,220	\$ -	\$ 3,220
101730		Total 101730 General Culture	\$ 117,620	\$ 124,120	\$ 68,367	\$ 46,753

Upcoming Programming Expenses

Library Painting Program	\$ 2,000
Library Take and Make Craft	\$ 600
LSAB Film Series	\$ 600
	\$ 3,200

CITY OF LOUISVILLE ART GRANT APPLICATION
Grant Cycle: March 1, 2021-July 31, 2022
Application Deadline: January 14, 2020 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.

COVID-19 Considerations

In consideration of the impact of COVID-19 on local artists and arts organizations including public health limitations on the size of in-person gatherings, new grant categories and eligibility requirements have been created for 2021. Grants for performances and other public project have been altered to support socially-distanced arts opportunities for Louisville residents. Grants are also available to support the professional development and artistic enrichment of artists serving the Louisville community.

Grant Categories and Eligibility

All Grant Applicants

- Any individual or organization may apply. Organizations **do not** need to have 501c(3) status to apply.
- Special consideration will be given to artists and organizations based in Louisville, CO.
- All projects must take place between March 1, 2021 and July 31, 2022.
- The application must be received by 5pm on Tuesday, January 19, 2021.

Category 1: Arts Project Grants

- Programs must primarily focus on artistic expression or arts education.
- In-person performances or projects must take place in Louisville, Colorado.
- Online or virtual performances or projects must be specifically targeted at Louisville residents. For projects with a limited audience size, special consideration must be given to ensure Louisville residents have access to registration spots.

Category 2: Artist Enrichment Grants

- Funding may support the artist's professional development or be utilized to purchase materials that will help with the creation of future projects. Examples may include enrolling in a class, purchasing new equipment, or investing in technology that will enable the artist to present their art in accordance with current public health guidelines.

- Artists must demonstrate their connection to the Louisville community. For example, an artist may be a Louisville resident or demonstrate a history of past arts activities in Louisville.

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:

- **Ability to Execute:** Does the application demonstrate that the applicant will be able to execute the program if funding is awarded?
- **Diversity:** Does the topic of the program or artistic expression bring increased diversity to Louisville?
- **Need for Funding:** In order for this project to be successful in Louisville, will the project fully utilize the funding and/or the use of City venues available through this grant program?
- **Artistic discipline:** When looking at the overall mix of projects funded through the Art Grant Program, consideration will be given to funding projects across a variety of artistic disciplines including both visual and performing arts. This item is not scored, but may be used in determining the overall mix of programs funded.

Arts Project Grants: Additional Evaluation Criteria

- **Merit:** Is the proposed program of high artistic quality or significance to the Louisville community?
- **Community reach:** Does the project reach the Louisville community in a meaningful way: through the number of audience members, engaging new audiences, or reaching audiences that lack access to similar programs?

Artist Enrichment Grants: Additional Evaluation Criteria

- **Merit:** Is the proposed educational program of high quality? Will the equipment investment have a significant impact on the artist's ability to create future projects?
- **Community reach:** Has the artist demonstrated their intent to continue serving the Louisville community with future programs? Will the artist be better prepared to serve the Louisville community in the future as a result of this artist enrichment investment?

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. 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.

Use of the Louisville Centre for the Arts includes the following equipment:

- Digital piano
- Screen, projector, and speakers. Speakers are suitable for a film screening or background music.
- 15 tables and 88 chairs

Please note that public health guidelines may be in place limiting the size of in-person events. As of 10/8/2020 Boulder County is in the “Safer at Home: Level 2” stage and the capacity of the Louisville Center for the Arts is 10. Capacity of Steinbaugh Pavilion is 25.

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 and listing on the City Arts and Events Calendar. Grant recipients must provide materials 6 weeks prior to their event. All materials must include the LCC logo or list the Louisville Cultural Council as a sponsor. *Please note that due to COVID-19, digital marketing materials are preferred and there are limited opportunities for posters and flyers.*

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.

2021 Grant Timeline

December, 2020	<i>Art Grant Program applications available</i>
January 19, 2021	<i>Deadline for Application</i>
January 21, 2020	<i>LCC Receives Grants for Review</i>
February 18, 2021	<i>Grant Review Meeting- Meeting is open to the public and grant applicants are invited (but not required) to attend.</i>
Week of February 22	<i>Grant Awardees Notified</i>
Post Event	<i>Art Grant Evaluation forms are due from all awardees no later than 60 days after the program/event</i>

CITY OF LOUISVILLE ART GRANT APPLICATION
Grant Cycle: March 1, 2021-July 31, 2022



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

General Grant Information

Title of Proposed Grant Request: _____

I am applying for: ___ Category 1: Arts Project Grant ___ Category 2: Artist Enrichment Grant

Program Discipline: (Please check all that apply)

Visual Arts Theater Dance Music Film Other: _____

Proposed Date for Program or purchase (if applicable): _____

Proposed Location for Program (if applicable):

Collaborative Partner(s), if any: _____

Number of Artists Participating: _____

Expected Attendance: _____

Ticket Price (if applicable): _____

Category 1 Questions: Arts Project Grant

1. Please give a brief overview of your project: (2-3 sentences)
2. Project goal(s):
3. Target audience:
4. Please describe your project in more detail, outlining the scope and means of executing the project.
5. Please describe prior experience in executing similar programs.
6. How will your organization clearly measure the success of your project/event?
7. How will your organization market your program/event?
8. Because funding for the Louisville Cultural Council Art Grants comes from City of Louisville taxes, it is important that funding will be used to reach Louisville residents. How will your event benefit Louisville residents?
9. Please include any additional information we should know in order to evaluate your funding request.
10. If selected, would your organization like to request use of the Louisville Center for the Arts or Steinbaugh Pavilion?

Category 2 Questions: Artist Enrichment Grants

1. Please give a brief overview of your proposed Artist Enrichment funding request: (2-3 sentences)
2. Please describe your Artist Enrichment request in more detail. Please include information about the significance of the opportunity and its potential impact on your future artistic endeavors.
3. How will your organization clearly measure the success of your Artist Enrichment experience?
4. Because funding for the Louisville Cultural Council Art Grants comes from City of Louisville taxes, it is important that funding will be used to further Louisville's creative community. Please indicate your connection to Louisville and how this funding request will impact the Louisville community in this or future years.
5. How have you demonstrated a past commitment to Louisville's creative community?
6. Please include any additional information we should know in order to evaluate your funding request.
7. If selected, would your organization like to request use of the Louisville Center for the Arts or Steinbaugh Pavilion?

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 19, 2021 to KZoss@LouisvilleCO.gov.

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

Katie Zoss, Cultural Arts and Special Events Coordinator, KZoss@LouisvilleCO.gov.