Minutes April 29, 2013

# **Meeting Summary**

The Cultural Affairs Grant Report was presented to the Broomfield Cultural Council. They also reviewed the SCFD Tier III Grant Application and Interview Process.

## Roll Call

Present: Kirsty Lockhart, Clint Huber, Melanie Mulhall, Karen Douglass, Diana Andersen, Adam Evearitt, Melissa Islam, Indira Narayan

Others in attendance: Roberta Depp, Director of Library Services and Cultural Affairs; Karen Gerrity, Cultural Affairs Manager; Cheryl German, Cultural Affairs Staff; and Jessica Clare, SCFD staff liaison.

## **Agenda Minutes**

### CALL TO ORDER

Meeting was called to order at 6:30 p.m. by Kirsty Lockhart, chair.

## APPROVAL OF AGENDA

Clint Huber made a motion to approve the agenda. Melanie Mulhall seconded. The motion passed unanimously.

## **APPROVAL OF MINUTES**

Melanie Mulhall made a motion to approve the April 6th minutes. Karen Douglass seconded. The motion passed unanimously.

### **REPORTS**

#### STAFF

Karen Gerrity reminded the Council of the May 11 Boards and Commissions event. Reception begins at 6 p.m. and dinner at 7 p.m.

Karen reported on the SCFD mobile proposal is in place. This mobile app will be designed to show both residents of the district as well as tourists how to find SCFD organizations and events. SCFD is willing to pay up to \$75K for design and implementation. However, this does not include marketing.

SCFD Public Awareness Committee meeting will be crafting marketing to go before the SCFD board. They will create speeches, emails, and high quality images for web portal, so organizations can easily get what they need.

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Karen reported on upcoming events including the Walk in the Art, Broomfield's Choice Award, New Time Ensemble, Summer Concert Series and June Broomfield Auditorium Events Calendar.

# Scientific and Cultural Facilities District (SCFD) Report

Jessica Clare informed the council they will provide financial summaries on the organizations again. The SCFD Board of Directors April 25th minutes approved the Tier III budgeted distribution. The Board of Directors will discuss the re-authorization schedule in May.

Even though Broomfield saw a modest increase in tax revenues in 2012, other SCFD counties experienced much larger increases in tax revenues that year which impacted the Tier III distributions for 2013 and Broomfield's "piece of the Tier III pie" became smaller.

The Cultural Council chose to hold onto \$9,729.21 of the 2011 allocation and this was added to the 2012 allocation which greatly inflated the original allocation.

### **New Business**

# **Cultural Affairs Grant Report**

Karen Gerrity provided a historical background for the Cultural Affairs Division. The primary use of SCFD funds is to support the operations of the Broomfield Auditorium. In 2012, the Auditorium served 43,860 patrons and hosted 403 events. Auditorium upgrades include the new spot lights, cyclorama, marley flooring and sound system components. The Technical Coordinator was moved from part-time to full-time employment. SCFD funding also supports the organizations that use the Auditorium. Rental fees have not increased in seven years. We also provide free parking.

## Review of the SCFD Tier III Grant Application and Interview Process

The committee discussed the process and outlined their experiences for the new members. Interviews will be fifteen minutes with three minutes for the organizations to explain their organization and grant proposal. Twelve minutes is for questions from the committee members. The committee agreed to rotate who starts the first question.

### Adjournment

Clint Huber made a motion to adjourn the meeting. Karen Douglass seconded. The motion passed unanimously. The meeting was adjourned at 8:30 p.m.

Approval	
Minutes Prepared by Cheryl German.	
Approved by	
Chair	