

CITY OF FORT COLLINS

CULTURAL RESOURCES BOARD

CULTURAL RESOURCES BOARD

Wednesday, July 27, 1988

5:15 pm

Home of James Weitz

Present: James Weitz, Jane Folsom, Ruth Hornberger, James Peterson, Christine Jones

Absent: Jane Nevriy, Bill Kneeland

Staff: David Siever, Mark Breimhorst, Brian Moroney, Linda Green

- I Call to order - 5:25 pm
Introduction of new Board member, James Peterson
- II Consideration of tonight's agenda - 1,1,011
Transpose items 8 and 9 - James Weitz - approved
- III Consideration of minutes of June 22, 1988 - 1,1,078
Jane Folsom moved to accept minutes as written, seconded Ruth Hornberger, passed 5-0.
- IV Staff Reports
Museum - Brian Moroney - 1,1,099
A written report was distributed. Mr. Moroney highlighted:
-The proposal to close the Museum
-Future needs if the Museum is to expand
-Box Elder Shoolhouse project - landscaping for that area
-Present and upcoming exhibits
-The booking of the Charlie Russell exhibit
-Outside exhibit project- on hold due to staffing restrictions
-Collections has not been a priority; staff is busy covering programs.
-Upcoming programms - the Anniversary on Aug. 20th; Thank-you reception is Aug. 4th; C of C Breakfast will be Aug. 11th.

Christine Jones suggested a work session to discuss the Museum in more detail.

Jane Folsom announced that the Chamber will be making a donation from the proceeds from the Business at Breakfast meeting.



Lincoln Center/Performing and Visual Arts - 1,2,526

A written report was distributed. Mr. Siever highlighted:

- The Terrace project
- Stage floor resanding and refinishing project
- Lobby ceiling replacement project
- Staff retreat on Aug. 9 and 10.
- Debbie Dixon, Grant Putney and Les Watkinson will be receiving ABC from the City
- New York trip filling fast
- ArtLinc magazines will be published by Columbine Publishing; staff will still do editorial writing.

There was a discussion on this proposal and concern on the image of the magazine. Mr. Briemhorst will arrange to have Connie Pfeiffenberger at a future meeting. There is a contract that has been agreed upon by both parties covering all issues. The new system will save staff time and eliminate a loss of funds from the Performing and Visual Arts Fund. Christine Jones suggested regular evaluations. Staff will work on better communications with Board to get out information in a timely manner.

V

Committee Reports

Signage Committee - Christine Jones for Jane Nevriy- 1,2,430

-Still working on getting them up by August 20. The signs are more expensive than anticipated. Committee has met with city department in charge; signs will be green and white lettering with raspberry accents. This has become a \$1000 project; shared by private donations and city Historic Preservation funds. On the subject of signs, the placement of the Museum directional signs was discussed.

Museum Sub-committee - Jane Folsom - 2,1,020

-The upcoming reception was discussed. This is a combination of a thank you party and to method of gaining support for future special projects. All staff and Museum supporters will be invited to attend.

LC Board of Directors - David Siever for Jane Nevriy - 2,1,086

-The Board will be having a special meeting on fundraising for The Terrace.

VI

Fort Fund -

Panel Recommendations - 2,1,130

-Mark Breimhorst explained the procedure. All proposals went to the panel without any preview by staff, Mayor or CRB. The guidelines were read and each panel member presented several proposals. The available funds were discussed.

First step was to discuss those proposals which did not meet basic criteria as a new or significantly enhanced events. Proposals under discussion were: CSU Fine Arts Series, Fort Collins Children's Theatre, Poudre Landmarks Foundation and the Canyon Concert Ballet. James Weitz moved to exclude the above mentioned proposals from consideration for funding, seconded by Ruth Hornberger, passed 5-0.

Jane Folsom moved to re-look allocations for those proposals that did meet criteria. Seconded by Ruth Hornberger. Each proposal was discussed in detail. The allocations were decided as follows: increase funding for SPEBSQSA and the DBA requests; keep funding levels the same for the Fort Collins Festival Committee, the Fort Collins Very Special Project, the Poudre Valley Hospital Foundation, and WECAN.

James Weitz moved to accept all the above recommendations, seconded by Jane Folsom, passed 4-0 with James Peterson abstaining.

ACTION: Linda Green and Christine Jones will meet and write letters to participating groups with the results of the recommendations. Contracts will be mailed and checks distributed on August 15th. A report will be sent to Council and a press release will be sent out.

Guidelines/Procedures

-The portion of the guidelines that covers the panel responsibilities was discussed. The pros and cons of continuing this system were presented by various Board members. The benefits of the change included: CRB having control from the beginning of the process through final evaluation; eliminate the confusion on the part of the submitting organizations when they have to talk with several different people on same proposal; save staff time; and better accountability. The main benefit of continuation of a separate panel was the inclusion of another perspective on the proposals.

Ruth Hornberger moved that the Board assume the responsibility of awarding the funds to the organizations who apply and disband the panel, seconded by James Weitz, passed 4-0.

The timing of the sessions was discussed. A monthly system was suggested but it was decided that that was not practical. One idea that was suggested by Mike Hauser from the Chamber of Commerce was to have the process more often. There was some discussion on who applies and how much lead time is needed. The final decision was to continue with the twice of year sessions with a special work session rather than at a regular Board meeting.

ACTION: Send a letter to the panel with the change. Update guidelines and include the change in the report to Council.

Follow-up reports

-Reports were distributed and Christine Jones suggested tabling any discussion on any of these report until next month's meeting.
-There was also a discussion on a calendar for funded events. Linda Green will put together and give to Board.

VII Budget

Mr. Siever presented a report on the Cultural Services and Facilities Department's 1989 proposed budget. This buget has not yet been presented to Council. He discussed the fact that the Lincoln Center's subsidy had to remain the same as in 1988 and the budget had

to absorb all changes in personnel and fixed costs in the line item budget. To cover those increases, the staff will be proposing an increase in rates for room rentals and a decrease in the capital reserve. Mr. Siever also discussed an idea that would allow the Center to keep any excess revenue over expenses to become part of a capital reserve. He will keep Board informed on any budget items that would be of concern to them.

VIII Choices '95

Mr. Siever discussed how the new proposal for the Lincoln Center/Senior Center was conceived. This is still just a proposal and there will be time for citizen input. The article that released the information was discussed. Mr. Siever presented the plan in detail which includes: increasing the rental/conference space approximately twice that of current levels; keeping control of the present 1180 seat performance hall; adding a 500 seat theatre in the new complex to be used by present users of the mini-theatre; adding a 2500 seat indoor theatre and a 3500 seat outdoor theatre using a common stage. This plan would be in two phases with a commitment to complete entire project. He will continue to keep Board informed as the project progresses.

IX Goals and Objectives Re-evaluation - tabled to August meeting

X Other Business - none

James Weitz moved to adjourn meeting, seconded by Chrisine Jones, passed 4-0.

Meeting adjourned - 8:20 pm

Respectfully submitted,


Linda Green Secretary

FORT COLLINS MUSEUM

MONTHLY REPORT- JULY 27, 1988

OUTLINE

- I. Administrative
 - A. Proposed closing of Museum
 - B. Museum "take off" program - needs
 - 1. Liquor license
 - 2. Storage - Choices '95
 - 3. Additional staffing
 - 4. Special project "Friends"
 - 5. C.R.B. focus
 - 6. City Administrative focus
 - 7. Art Muse role
 - C. B.E.S.H.
- II. Exhibits
 - A. Three Traveled Photographers
 - B. Gollings - "Cowboy Alphabet"
 - C. Charlie Russell Exhibit
 - D. Outside exhibits
- III. Collections
 - A. Collection staff covering program
- IV. Tours, Programs, etc.
 - A. Anniversary - Aug. 20th
 - B. Thank-you reception - Aug. 4th
 - C. Business breakfast - Aug. 11th

CULTURAL RESOURCES BOARD

LINCOLN CENTER REPORT

TERRACE UPDATE

Bids for landscaping, concrete, and electrical have been received. Budget estimates appear to be close to actual. Brick work bid is due this Friday. Construction should begin soon.

STAGE FLOORS

Mini-Theatre floor has been sanded and is in process of refinishing.
Performance Hall floor has been filled, stained and refinished.

LOBBY CEILING

Facilities will replace the Ludlow entrance ceiling beginning August 1st and replace the Performance Hall ceiling on August 8th.

RETREAT

Yearly staff retreat will be Tuesday afternoon, August 9th and all day August 10th at Beaver Meadows. The agenda includes:

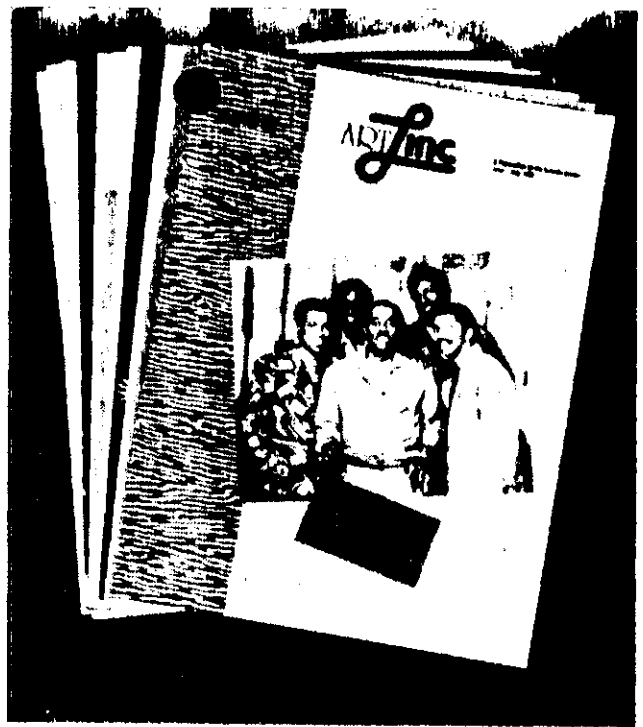
- Planning for 10th anniversary
- Goals and objectives for 88/89
- Teambuilding and communication skills

ABC AWARDS

Debbie Dixon, Grant Putney and Les Watkinson received City ABC Awards for service "above and beyond the call of duty."

NEW YORK TRIP

Plans for New York trip will be announced this month. Cost is \$995, which includes \$50 donation to Lincoln Center, tickets to Phantom of the Opera, Les Miserables, one other Broadway show to be announced, Radio City Music, Georgia O'Keefe exhibit at Metropolitan Museum, lunch at United Nations. In addition to the \$50 donation per person Continental will provide two airline tickets for the ACUCAA conference which will be held later in December in New York City.



ARTLinc magazine, that has been in existence since 1985, will be published by Columbine Publishing Inc. beginning this fall.

ArtLinc to have a new publisher

ArtLinc magazine, originated by the Lincoln Center in 1985, will be published by Columbine Publishing Inc. of Fort Collins starting with the October/November issue.

The editorial content of *ArtLinc* will continue to feature the center's activities but will be expanded to include a diverse range of people and events involving arts and entertainment throughout the area. Content decisions will be reached by an editorial board consisting of Lincoln Center and Columbine Publishing Inc. staff.

Under this public-private partnership, Lincoln Center personnel will continue writing the calendar of events, highlights of upcoming attractions and stories related to the center's activities. The Columbine Publishing staff will direct the balance of the writing, photography and graphics as well as producing, printing, distribution and advertising sales for the magazine.

According to David Siever, director of cultural services and facilities for the city, the move to privatize *ArtLinc* will save the center money and staff time for other projects.

"We have almost tripled our programming in the last

CITY OF FORT COLLINS

LINCOLN CENTER

MEMORANDUM

DATE: July 27, 1988
TO : Cultural Resources Board
FROM: David T. Siever
RE : 1989 Proposed Budget

As per your request the following information shows the 1989 proposed budget for Cultural Services & Facilities.

Total Budget

Administration	137,270
Lincoln Center	497,944
Perf. & Visual Arts	406,745
Museum	<u>147,621</u>

1,189,580

Revenue

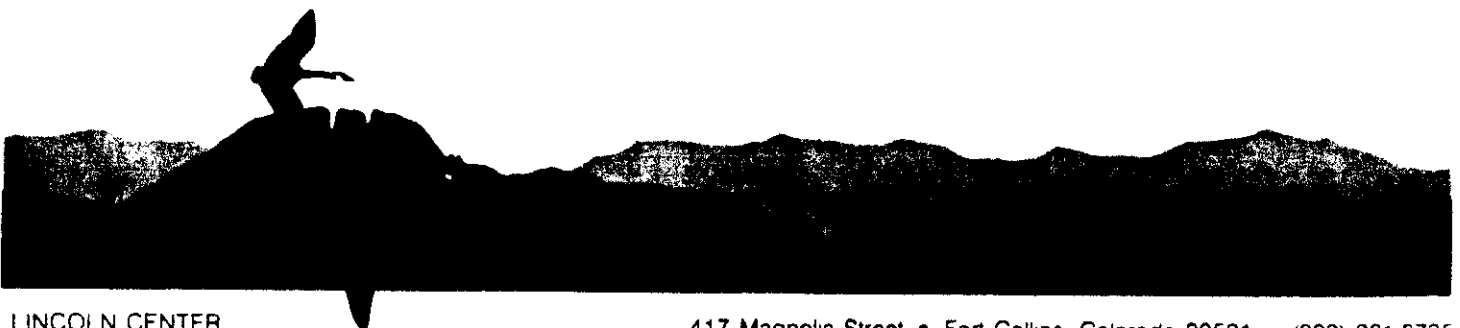
Lincoln Center	252,610
Perf. & Visual Arts	<u>406,745</u>

659,355

General Fund Support

Administration	137,270
Lincoln Center	241,834
Museum	147,621
Lincoln Center Reserve	<u>3,500</u>

530,225



HISTORY OF SUPPORT FROM GENERAL FUND

	<u>1985</u>	<u>1986</u>	<u>1987</u>	<u>1988</u>	<u>1989</u>
Admin.	62,439*	128,252*	129,105*	131,487**	137,270**
Lincoln Ctr.	294,345*	233,706*	226,108*	241,834**	241,834**
Museum	<u>127,725*</u>	<u>140,746*</u>	<u>131,469*</u>	<u>138,601**</u>	<u>147,621**</u>
	\$484,509	\$502,704	\$486,682	\$511,922	\$526,725

*Actual
**Proposed

Lincoln Center revenue projections for 1989 show an increase of \$19,858. Of this amount \$5,125 will be used to cover increased costs of insurance, janitorial supplies, maintenance, conference, and commodities. \$11,233 in revenues, in addition to \$3,500 which will be taken from the reserve fund, is needed to cover salary increases supplied by Employee Development. Administration and Museum salary increases will receive an additional subsidy from the General Fund to cover those personnel costs. Although the Lincoln Center receives subsidy from the General Fund it is considered a "Special Revenue" fund because we generate some money and as such the guidelines were that we needed to cover any salary increases with increased revenues or line item reductions.

Summary:

All General Fund city departments were instructed to reflect no increase in O & M portion of the budget (excluding salary increases).

Museum - reflects an increase of 8% from General Fund to cover salary increases.

Administration - reflects an increase of 6% from General Fund to cover salary increases.

Lincoln Center - reflects an increase of 4% from Lincoln Center reserve fund and increased revenue from higher rates to cover salary increases. Lincoln Center General Fund subsidy remains the same as the 1988 appropriation.

Performing & Visual Arts - reflects an increase of 3% to cover additional performances and costs. This budget has a 100% payback.