



Cultural, Library and Recreational Services

Lincoln Center

CULTURAL RESOURCES BOARD MINUTES

Regular Meeting – Thursday October 27, 2005
12p.m.

Lincoln Center, 417 W. Magnolia St, Fort Collins, CO 80521

Council Liaison: Karen Weitkunat, Mayor Pro-Tem Staff Liaison: Jill Stilwell

Chairperson: Ayleen Burns Phone: 225-3937 (h)
Vice-Chair: Ann Wilmsen

A regular meeting of the Cultural Resources Board was held on Thursday October 27, 2005 at 12p.m. The following members were present:

Board Members present: Ayleen Burns, Carol Ann Hixon, Susan Beck-Ferkiss, Ann Wilmsen,
Patrick Moran, Jack Steele
Board Members absent: Jon Wilkinson
Staff Members present: Jill Stilwell, Cheryl Donaldson, Marty Heffernan, Evan Hyatt
Guests Present: Jim Clark and Brenda Speaks, FCCVB
Bruce Freestone, Donna Visocky, and Matt Strach, Arts Alive

- I. Call to Order – (12:08p.m.) Ann Wilmsen
- II. Consideration of agenda - add chair resignation and nomination to agenda
- III. Consideration of Minutes from September 29, 2005 regular meeting
Motion to accept minutes– Jack Steele
Second – Carol Ann Hixon
Passed Unanimously
- IV. Public Input: guests present included Bruce Freestone, Matt Stauch, and Donna Visocky from Arts Alive;
Jim Clark and Brenda Speaks from the Fort Collins Convention and Visitors Bureau
- V. Arts Alive Presentation

The Board invited Arts Alive to share their new direction and current undertakings. Arts Alive listed the following as their three focus areas: 1) Awareness for the Arts; 2) Develop Fort Collins as a Cultural District for the region specifically through fctix.com, an on-line arts and entertainment calendar and ticketing service; 3) to be a “chamber of commerce” for the arts, providing support to area arts groups. Arts Alive is becoming a membership organization with a sliding fee schedule. They discussed their interest in working together to create an economic base and cultural district in Fort Collins and how Arts Alive might be an arm of the CRB to help facilitate some of the CRBs goals. The need to build staff and stable funding for the organization was a key theme. Jim Clark suggested the CVB could help get information out to Inn Keepers.

The Board asked several questions about the calendar, including how inclusive will it be and what is the anticipated reach (local/regional?). The Board also asked if they could see the operational

costs for running the calendar for one year, including marketing, staff, and potential income. Ms. Visocky said she could supply that information to the Board.

Va. Chair nomination

Ms. Burns officially resigned her position as chair of the Board. Sue Beck-Ferkiss nominated Patrick Moran as the interim chair until elections in February. Mr. Steel seconded. The motion was passed unanimously.

VI. Role of the CRB

The Board scheduled a special meeting for November 10, 2005 to continue this discussion. The Board also rescheduled its November regular meeting and December regular meeting due to holidays. The November regular meeting was moved to December 8, 12p.m. The December regular meeting was moved to December 15, 12p.m.

Ms. Hixon and Mr. Moran agreed to pull together the CRB 2006 Work Plan and present it for Board approval.

VII. Review of Fort Fund Criteria/Process

The Board focused on whether or not to continue requiring oral presentations as part of the Fort Fund granting process. Pros and cons were discussed. Ms. Wilmsen moved to temporarily suspend oral presentations for the January 2006 funding session. Ms. Hixon seconded the motion. Passed unanimously. The Board agreed to revisit the issue after the January funding session to determine if oral presentations would be permanently discontinued. Staff will also work with the Board and CVB to move up the time table for distributing grant folders to the Board, providing more time for review and getting any questions answered. The Wednesday Funding session will consist of a discussion of the Board to evaluate the applications and allocate the funds instead of oral presentations. The Board asked if this session could be held in executive session without public input. The Board also suggested having periodic training sessions for fundees to interact with the Board and improve their chances for successful applications.

Ms. Hixon motioned to move towards an on-line grant application as quickly as possible. Ms. Beck-Ferkiss seconded. Passed unanimously.

Ms. Burns motioned to require all applications to be typed and to add this language to the guidelines. Ms. Hixon seconded. Passed 4 to 1. Ms. Beck-Ferkiss declined, not wanting to eliminate any organization that may not have access to typing equipment. Staff agreed to include information in the guidelines that assistance is available if typing equipment is unavailable to an organization.

Ms. Hixon moved to approve the following process for organizations that don't use the Fort Fund Logo as required by the guidelines: First time offenders receive a letter and a chance to refute the error. Second time offenders will have this error considered against their next funding application. Third time offenders will not be eligible for the next year of funding cycles. Ms. Burns seconded. Passed unanimously.

Ms. Hixon agreed to prepare a sample matrix for scoring applicants and bring to the next meeting.

Jim Clark was given a copy of the current tourism form given to grant applicants. He agreed to review the form and perhaps prepare a new form for the application process. It was also recommended that applicants that receive funding be directed to give their event information to the CVB for inclusion on their website and for other possible promotion opportunities.

VIII. Arts and Humanities Month

The Board reviewed the numerous activities completed in honor of Arts and Humanities month. Ms. Hixon compiled a list of groups and distributed it to the Board. The Poster and bookmarks were distributed and Ms. Wilmsen commented on the great design work done by Patrick Moran. An event database was given to the City and the CVB and both included it on their websites.

One class from the school district is doing the APP hunt, and it was unknown how many others might be doing it. Ms. Hixon was exploring an opportunity to work with Comcast on getting more exposure for events. Ms. Burns mentioned the reach this year's efforts had to the Visual Arts Community. The Mayor proclaimed October Arts & Humanities month. Alex Cook of the Best Western University Inn provided \$300 for printing of the poster and bookmarks. Ms. Burns delivered posters and bookmarks to him and he said the Board should ask him again. Ms. Wilmsen agreed to send Mr. Cook a thank you.

IX. Review of Fort Fund Events

Fort Collins Opera: Carol Ann Hixon – honored Fort Fund

Homecoming Parade: it was unknown how they used the logo

Alzheimers Association: Ann Wilmsen – good event, classy, the Mayor spoke, and displayed the banner.

X. Staff Reports: none

XI. Committee Reports

A brief update was given on the Fort Collins Museum and Discovery Science Center partnership project.

XII. Other Business: none

XI. Adjournment: 2:02 p.m.

Respectfully submitted,



Jill Stilwell

Director of Cultural Services