



MINUTES

Board of Directors Meeting

Tuesday, 19 September 2023, SEMAC Office & Zoom

DIRECTORS PRESENT: Kjel Alkire, Laura Helle, Kara Maloney, Elisha Marin, Scott Roberts, Jon Swanson

DIRECTORS ABSENT: Yelba Olson

STAFF PRESENT: Anastasia Shartin, Karen Miller

10:02am Dir. Alkire, Board President, called the meeting to order.

Approval of the Agenda

Dir. Helle moved and Dir. Marin seconded approval of this meeting's agenda, as written. Motion passed unanimously.

Approval of the Minutes

Dir. Helle moved and Dir. Marin seconded approval of the minutes from the 15 August 2023 Board meeting. Motion passed unanimously.

Treasurer's Report

Dir. Helle noted a transition from quarterly to monthly Treasurer's Reports in October. Additionally, health insurance premiums for ED Shartin will be adjusted as needed.

President's Report

- See attached

Executive Director's Report

- See attached

Open/Continuous Grants

- Since the last Board Meeting, ED Shartin authorized a \$2,500 Arts Management Training Grant to Red Wing Arts for *Cultural Competency Training*. She was in attendance at that training session held on September 18.

New Business

- Dir. Helle volunteered to review School Residency Grant applications for FY2024.

- Approval of General Operating Support Grants

Applicant	County	Request	Recused
Bells of the Bluffs Handbell Ensemble	Goodhue	Staffing & Salaries	
Rochester Community Band	Olmsted	Staffing & Salaries	
Sing Out Loud	Olmsted	Staffing & Salaries	
Rochester Chamber Music Society	Olmsted	Staffing & Salaries	
Children's Dance Theatre	Olmsted	Staffing & Salaries	
Albert Lea Community Band	Freeborn	Staffing & Salaries	
Frozen River Film Festival	Winona	Staffing & Salaries	
Winona Arts Center	Winona	Staffing & Salaries	
Rochester Area Handbells	Olmsted	Staffing & Salaries	
Southeast MN Bluegrass Assn	Houston	Administrative Expenses	
Mantorville Art Guild	Dodge	Facilities & Maintenance	
Sweet Adelines Zumbro Val Chorus	Olmsted	Administrative Expenses	
Rochester Male Chorus	Olmsted	Staffing & Salaries	
Med City Arts Festival	Olmsted	Administrative Expenses	Marin
Rochester Pops Orchestra	Olmsted	Equipment & Technology	
Mantorville Theatre Company	Dodge	Staffing & Salaries	
I Cantanti Chamber Choirs	Goodhue	Staffing & Salaries	
Rochester Repertory Theatre Co	Olmsted	Staffing & Salaries	

- **Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Bells of the Bluffs Handbell Ensemble. Motion passed unanimously.**
- **Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Rochester Community Band. Motion passed unanimously.**
- **Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Sing Out Loud. Motion passed unanimously.**
- **Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Rochester Chamber Music Society. Motion passed unanimously.**
- **Dir. Helle moved and Dir. Marin seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Childrens Dance Theatre. Motion passed unanimously.**
- **Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Albert Lea Community Band. Motion passed unanimously.**
- **Dir. Marin moved and Dir. Swanson seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Frozen River Film Festival. Motion passed unanimously.**
- **Dir. Swanson moved and Dir. Marin seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Winona Arts Center. Motion passed unanimously.**

- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Rochester Area Handbells. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Southeast Minnesota Bluegrass Association. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Mantorville Art Guild. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Sweet Adelines Zumbro Valley Chorus. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Rochester Male Chorus. Motion passed unanimously.
- Dir. Helle moved and Dir. Roberts seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Med City Arts Festival. Motion passed with one abstention.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Rochester Pops Orchestra. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Mantorville Theatre Company. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to I Cantanti Chamber Choirs. Motion passed unanimously.
- Dir. Marin moved and Dir. Helle seconded the motion to award \$5,000 for FY2024 and \$5,000 for FY2025 to Rochester Repertory Theatre Company. Motion passed unanimously.

Since the last Board meeting, SEMAC awarded grants to nineteen applicants representing eleven counties for a total of \$92,500 in funding for FY2024. This includes one Arts Management Training grant for \$2,500, and eighteen General Operating Support grants for \$90,000.

County	Grants	Total Awarded
Dodge	2	\$10,000
Fillmore	0	0
Freeborn	1	\$5,000
Goodhue	3	\$12,500
Houston	1	\$5,000
Mower	0	0
Olmsted	10	\$50,000
Rice	0	0

County	Grants	Total Awarded
Steele	0	0
Wabasha	0	0
Winona	2	\$10,000
	19	\$92,500

Discussion continued regarding board recruitment and a workable meeting schedule for all directors. The next regularly scheduled board meeting will be Tuesday, October 17, at 3:00pm and for the near future, such decisions will be made monthly.

Dir. Alkire moved and Dir. Marin seconded the motion to adjourn.

The Board of Directors meeting adjourned at 11:30am.



Board President's Report
September 2023

As we turn our attention away from summer festivals towards fall programming, SEMAC looks forward to securing operational logistics and conversations within our service area to become more responsive to the needs of applicant organizations and artists.

At the SEMAC office, our organization has continued to secure fundamental operations, define roles and responsibilities, select new service providers, evaluate our technology and consider our future needs for physical space.

Kara Maloney and I are currently the only grant reviewers for General Operations Support funding. Other board members are strongly encouraged to consider serving in this capacity. Having reviewed twenty-two of these Gen Ops grants this month, I continue to wonder about the ways in which we might need to re-evaluate this program to more closely align the outcomes with our strategic planning.

I am available to the board, staff and review panel. Please do not hesitate to contact me to explore how we can work together to "encourage, promote, and assist regional arts development".

Many thanks for all you do!
Cheers,
Kjellgren Alkire
480-406-3155 mobile

Executive Director Report for Board Meeting September 19, 2023

Operations:

- Approved \$749 quote from OnSite to add security to our computers (Azure AD and Huntress), plus monthly fee of \$155 for daily server back-up monitoring.

Office Space:

- Spoke with property manager for current location to learn our lease is up at the end of March 2024, and there is not a possibility of going month-to-month after this. They have asked that we let them know by December 1 whether we plan to renew the lease.
- Met with Matt Gove, commercial realtor with RGI Group, on 9/15/23. Looked at three options, two in downtown Rochester -- a co-work office space @ \$800/month for a single office and the 2nd floor Broadway 800 sq ft office space @ \$2,500/month + NNN -- and one at 1700 N Broadway 574 sq ft divided with two offices plus for \$900/month. *I am interested in pursuing the 1700 N Broadway office* -- it has parking and the office itself is easy to access, it would decrease our rent by over \$30,000/year (plus rent includes all utilities except internet and phone), it is across the street from 125 Live where we could rent meeting space for \$35 - \$100/hr, it would have enough work space for 1 – 2 additional employees, it has a diverse mix of other tenants, and is in a visible location for foot traffic within the building. It would need paint and new carpet. Matt thought they would consider an offer since it has been vacant since May, although he felt the space would likely not be available if we were to wait until spring to decide. We did not visit spaces outside Rochester. This is something I would do before committing to 1700 Broadway.

Grantmaking:

- General Operating Support Grants – 28 applications received in total; 22 have been reviewed and are ready for Board approval (budgeted for 33 grantees).
- Organizational Grants (October 1 LOI deadline) – 31 received to date for a total of \$210,000 requested of \$295,000 budgeted.
- Arts Management Training - \$2,500 request from Red Wing Arts approved for Cultural Competency Training for staff, board members, and partners in the Honoring Dakota Project.

MSAB/McKnight:

- MSAB: reconciliation approved; final report for FY 2023 due September 30.
- McKnight: participated in meeting organized by McKnight in Lanesboro on 9/14/23. Meeting included Lanesboro Arts Center – Kara Maloney, Executive Director; Lanesboro Arts Center / Mainspring – Melissa Wray, Program Director; Commonweal Theatre Company – Hal Cropp, Producing Artistic Director; Southern Minnesota Initiative Foundation president Tim Penny; McKnight president Tonya Allen; McKnight Arts and Culture director Caroline Taiwo; and other McKnight staff. Local artists joined the group for dinner: Alison Leathers, Tianna DeGarmo, Becky Damron, Delia Bell, Ryan Palmer, Stena Lieb, Jacqueline VanRavenhorst, Michael Seiler, and Sue Pariseau.

FRACM/MCA

- Attended September FRACM meeting
- In preliminary conversation with Sarah Fossen from Minnesota Citizens for the Arts, about a visit to the region late this fall.

Networking (August 16 – September 14):

- August 25 - **Winona, Winona County**, Zoom meeting with Marcia Ratliff, Engage Winona
- September 7 – **Winona, Winona County**, Zoom meeting with Eileen Moeller, Frozen River Film Festival
- September 7 – **Red Wing, Goodhue County**, visited *Mitakuye Owakin: We Are All Related* exhibit at Red Wing Arts Depot, participated in community conversation for Honoring Dakota mural project
- September 9 – **Red Wing, Goodhue County**, Hispanic Heritage Festival
- September 14 – **Lanesboro, Fillmore County**, met multiple artists (see McKnight note above)

Communications:

- Contracting with Sievers Creative, Red Wing, to develop a communications plan. Workshop planning meeting scheduled for September 28. Elisha Marin will participate. *Please let Anastasia know if you are interested in being a part of this meeting.*
- Contracting with Independent Contractor, Jacqueline VanRavenhorst, Caledonia, to implement the plan (15 hours/week at \$35/hour). She will participate in the workshop planning meeting.

Other:

- I have been working from home since August 21 to care for my husband as he recovers from surgery. I began coming into the office again the week of September 4. I will continue to work a flexible schedule through the end of November, spending time in the office and attending as many in-person meetings/events as possible.
- Met with JA Counter representatives regarding investment of up to \$150,000 of SEMAC savings and to begin exploring health insurance options (November 1 is the renewal date for Karen's current health insurance policy.)