



**MINUTES**  
**Grant Review Meeting**  
*Wednesday, 15 May 2024, via Zoom*

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PANELISTS PRESENT: Kaitlyn Hawkins, Vivian Lark, Kali Morrison, Eileen Moeller,  
David Schmidt

STAFF PRESENT: Anastasia Shartin, Karen Miller

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9:00am Ms. Shartin, Executive Director, called the meeting to order by welcoming the SEMAC Arts Advisory Panel and representatives of the Southeastern Minnesota arts community who came to observe our process.

Audience members included applicants Stephanie Rogers, Anderson Center at Tower View; Philip Burkhart, Austin Symphony Orchestra; Emily Halstead, MacPhail Center for Music – Austin; Elizabeth Indra, Minnesota Marine Art Museum; Stephanie Nolting, Sing Out Loud; Mike Speck, Chatfield Center for the Arts; and Janice Carr, Zumbrota Area Arts Council.

The Chair outlined the Grant Review procedure as follows.

Welcome to SEMAC's first Grant Review Panel Meeting run via Zoom. Thank you in advance for your patience over any technical issues we may have. As a reminder, observers must keep their microphones off. If anyone disrupts the meeting, I will kick that person out of the meeting.

Today we will be reviewing a total of 33 grant applications. Panelists will discuss each for 5 minutes. Karen will give us a warning when there is one-minute remaining. About half-way through the list, we will take a 10-minute break.

The merit of an application will be discussed considering only the written proposal and submitted materials and all comments will be focused on the three review criteria only. The review criteria are:

- 1) Artistic merit and quality of the project;
- 2) Demand or need for the project by the applicant or by the constituents served;
- 3) Ability of the applicant to accomplish the project they describe.

Any comments or questions during the discussion period must be tied to one of the three criteria, stating the criterion before making comments. Comments may be opinionated, but please choose your words carefully to provide constructive criticism to help applicants improve their future projects and proposals.

Do not compare proposals. Each application must be reviewed on its own merits. And, do not bring outside information into the discussion, which should be focused on the contents of the application.

Each panelist will submit their final scores through the on-line grant interface within 30 minutes after the meeting has ended. Scores will be given in each of the three review criteria by assigning numbers from 5 to 1, with 5 being excellent, 4 very good, 3 good, 2 fair, and 1 poor.!

Once final scores are submitted, staff will weight each of the raw numbers by multiplying them by the following factors: artistic merit and quality is multiplied by 3; demand or need is multiplied by 2; and ability is multiplied by 1 (remains the same). Staff will then add the total number of points for each proposal and divide that number by the number of panelists scoring the application. The list will be sorted from highest average score to lowest average score. Starting at the top of the list, staff will prepare a final list of proposals based on funding available and present this to the Board at the March 19 meeting for their approval. Awards will be announced on March 20.

Do not discuss the application outside of this forum until after the awards have been announced.

If there are no questions, we are ready to begin. I will introduce each application and then open the timed 5-minute discussion of each. Prior to each discussion, I will ask if anyone on the panel has a conflict of interest with that application. If you do, you will be sent to a breakout room for the duration of the discussion.

### **LEGACY GRANTS FOR ARTS ORGANIZATIONS**

<b>Applicant</b>	<b>County</b>	<b>Request</b>	<b>Recused</b>
Ameriikan Poijat Finnish Brass Band	Rice	\$8,940	
Anderson Center at Tower View	Goodhue	\$10,000	
Austin Culture & Arts Commission	Mower	\$10,000	
Austin Symphony Orchestra	Mower	\$10,000	
Calliope Theatre Company	Olmsted	\$10,000	
Frozen River Film Festival	Winona	\$10,000	Moeller
Gallery 24	Olmsted	\$10,000	
Lanesboro Arts	Fillmore	\$10,000	
MacPhail Center for Music Austin	Mower	\$10,000	
Mainspring	Houston	\$10,000	Morrison
Mantorville Art Guild	Dodge	\$10,000	
Minnesota Marine Art Museum	Winona	\$10,000	Moeller
Resounding Voices	Olmsted	\$10,000	
Rochester Male Chorus	Olmsted	\$10,000	
Rochester Music Department	Olmsted	\$10,000	
Rochester New Music Ensemble	Olmsted	\$10,000	
Rochester Repertory Theatre Company	Olmsted	\$10,000	Lark
Sandbar Storytelling Festival	Winona	\$10,000	
Sing Out Loud	Olmsted	\$10,000	
Southeast Minnesota Bluegrass Association	Houston	\$10,000	
Southeastern Minnesota Youth Orchestras	Olmsted	\$10,000	
Theatre du Mississippi	Winona	\$10,000	
Winona Symphony Orchestra	Winona	\$10,000	

**SMALL TOWNS/RURAL AREAS GRANTS**

<b>Applicant</b>	<b>County</b>	<b>Request</b>	<b>Recused</b>
Chatfield Brass Band	Fillmore	\$4,755	
Chatfield Center for the Arts	Fillmore	\$5,000	
Friends of the Bohemian Brick Hall	Freeborn	\$5,000	
Lake City Area Arts	Wabasha	\$4,850	Moeller
Lanesboro Community Theatre	Fillmore	\$5,000	Moeller
Mantorville Theatre Company	Dodge	\$4,325	Moeller
Peterson Committee for the Arts	Fillmore	\$5,000	
Pine Area People for the Arts	Goodhue	\$5,000	
Saint Charles Public Schools	Winona	\$5,000	
Zumbrota Area Arts Council	Goodhue	\$5,000	Moeller

The grant review adjourned at 11:45am.