



MINUTES
Board of Directors Meeting
Tuesday, 20 August 2024, via Zoom

DIRECTORS PRESENT: Kjell Alkire, Andi Arnold, Sophia Chai, Steve Dietz, Rob Hardy, Kara Maloney, Elisha Marin

DIRECTORS ABSENT: Jon Swanson

STAFF PRESENT: Anastasia Shartin, Karen Miller

10:00am Dir. Alkire, Board President, called the meeting to order.

Approval of the Agenda

Dir. Marin moved and Dir. Chai seconded approval of this meeting's agenda, with no treasurer's report this month. Motion passed unanimously.

Approval of the Minutes

Dir. Dietz moved and Dir. Chai seconded approval of the minutes from the 16 June 2024 Board meeting. Motion passed unanimously.

President's Report

- Dir. Alkire opened a discussion of upcoming votes that affect arts funding in Minnesota.

Executive Director's Report

- See attached.
- Request that board meetings be switched to the second Tuesday of the month.

Needs Assessment Committee Report

- September 9 is the goal date to distribute the final version of the SEMAC needs assessment survey. The plan is to leave the survey open until October 31, then analyze the results throughout November.

New Business

- Grants Committee recommended a new Confidentiality Policy (see page 3). This policy will be included with the annual board documents to be released after this meeting.
- New Hire Update. September 24 and 26 reserved for in-person interviews and all board members are invited to participate in the process.
- School Residency Grants

- Dir. Chai and Dir. Hardy have volunteered to serve on the Board Review Committee for School Residency Grants.
- Since the last board meeting, the committee authorized a \$3,000 School Residency Grant to Riverside Central Elementary School in Rochester for *Creating Community Through Puppetry* (capstone event 3/13/2025)
- **Dir. Marin moved and Dir. Maloney seconded the motion to award \$3,000 to Riverside Central Elementary School. Motion passed unanimously.**

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

The Board of Directors meeting adjourned at 11:16am.

CONFIDENTIALITY POLICY

Southeastern Minnesota Arts Council

Any information about SEMAC and its applicants, grantees, directors, and panelists, and personal information about employees or other confidential information obtained by board, staff, and consultants as a result of working with SEMAC should be considered confidential and should be discussed only as appropriately required in connection with SEMAC's work. All information concerning an applicant, grantee, director, panelist, or other confidential information must be maintained in confidence, and particular care must be taken to avoid discussion of SEMAC affairs with third parties, unless authorization to do so is obtained from the executive director, or as required by law.

All files, documents, and working papers of SEMAC are the property of SEMAC. Any board member, staff member, or consultant who purposely, or through a failure to exercise reasonable care, causes confidential information to be disclosed will be subject to disciplinary action, up to and including termination. The obligation to keep information confidential continues after an employee, board member, or consultant ceases to be employed by or affiliated with SEMAC.

Personal Addresses

It is the policy of SEMAC not to give out personal addresses or phone numbers of staff, directors, panelists, or applicants to outside persons. Anyone asking for personal information should be instructed to forward all calls, mailings, or invitations to the SEMAC office.

In signing this statement, I confirm that I have received a copy of the Confidentiality Policy and agree to abide by the guidelines set forth therein.

Executive Director Report for Board Meeting August 20, 2024

Grantmaking:

- Continue to review eligibility requirements, guidelines, and disallowed expenses with Karen in an effort to streamline information about our grant programs on the website and to reflect this work in grant applications
- Individual Artist Grant applications are being reviewed by Arts Advisory Panel with Panel Review Meetings scheduled for September 10 and 11. We received 61 final applications representing 8 counties; 38 identify in at least one equity group (12 senior citizens, 10 LGBTQIA+, 9 BIPOC, 3 PWD, and 4 veterans); 18 are first-time applicants; and 19 were unfunded in January.
- July 1 and August 12 – Grants Committee Meetings

MSAB/McKnight/MCA/FRACM:

- Hired second Economic Impact Survey Collector, Johanna Frisch, and continue to work with her and Taliesen Nyala to determine a schedule and to communicate with venues
- July 12 – Attended MSAB in-person meeting in Morris, MN
- August 13 – Attended McKnight Fellowship/FRACM meeting via Zoom. Goal is to explore ways these groups can work together to expand awareness of our programs and further serve artists.

Networking (June 15 – August 16, 2024):

- June 15 – Lanesboro, **Fillmore County** – attended Art in the Park
- June 27 – Lake City, **Wabasha County** – tour of the city with Kjel Alkire
- July 10 – Red Wing, **Goodhue County** – attended Honoring Dakota Project’s Indigenous Artist Market
- July 13 – Rochester, **Olmsted County** – attended opening of Griot Arts
- July 13 – Mantorville, **Dodge County** – attended opening of Larger Than Life Photo Display and celebration for Mantorville Art Guild purchasing their building
- July 23 – Owatonna, **Steele County** – met with Andi Arnold
- July 27 – Red Wing, **Goodhue County** – attended Red Wing Area Studio Tour with a focus on Anderson Center’s artist studios

Communications:

- July and August e-newsletters sent to 1,203 recipients
- Exterior signage installed
- SEMAC general information poster printed, to be distributed to 62 venues

Other:

- Weekly meetings with John Skillings, financial trainer with Propel for Non-profits
- Finalized agreement with Project FINE to provide translation services and grant coaching
- Working with medical insurance representative to explore our options
- Finalizing Worker’s Compensation Audit
- June 27 – met with Nancy Ariza, Springboard for the Arts, to explore ways we might work together with a focus on further serving SEMAC’s Individual Artist Grant recipients, Zoom
- July 9 – IDI Group Presentation with Aamera and Suzy, Zoom (follow up to June 11 training)
- July 10 – Met with Jennifer Hawkins from Southeastern Minnesota Technical College about the NorthStar Promise to coordinate informing our artist contacts
- July 16 – “Creating a Culture of Belonging”, SEMAC Board Training at the Olmsted County Historical Society
- July 22 – Posted new staff position, Outreach and Accessibility Manager
- July 30 – Attended Art of the Rural/100 Rural Women Farm Bill Panel, Zoom