



**MINUTES**  
**Board of Directors Meeting**  
*Tuesday, 17 September 2024, via Zoom*

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DIRECTORS PRESENT: Sophia Chai, Rob Hardy, Kara Maloney

DIRECTORS ABSENT: Kjel Alkire, Andi Arnold, Steve Dietz, Elisha Marin, Jon Swanson

STAFF PRESENT: Anastasia Shartin, Karen Miller

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10:04am ED Shartin called the meeting to order.

Approval of the Agenda

**Dir. Hardy moved and Dir. Maloney seconded approval of this meeting’s agenda, as written. Motion passed unanimously.**

Approval of the Minutes

**Dir. Maloney moved and Dir. Chai seconded approval of the minutes from the 20 August 2024 Board meeting. Motion passed unanimously.**

Treasurer’s Report

**Dir. Chai moved and Dir. Maloney seconded approval of the Statement of Activities for July 2024 and Statement of Financial Position for August 2024. Motion passed unanimously.**

Executive Director’s Report

- A link to the Needs Assessment Survey will be sent to Board; please complete the survey and forward the link to your contacts
- Received 24 applications for the new position; anyone from the Board is invited to participate in the interview process
- Draft timeline for the long-range planning process attached
- Complete ED report is attached

New Business

- Approval of Advancing Artist Grants

<u>Score</u>	<u>Applicant</u>	<u>County</u>	<u>Request</u>	<u>Recused</u>
28.57	Judy Saye-Willis	Rice	\$5,000	
28.00	Cecilia Cornejo Sotelo	Rice	\$5,000	
27.86	Lane Powell	Fillmore	\$5,000	
27.33	Heidi Bacon	Goodhue	\$5,000	
25.83	Kathleen Hawkes	Winona	\$5,000	

<u>Score</u>	<u>Applicant</u>	<u>County</u>	<u>Request</u>	<u>Recused</u>
25.50	Margaret Shaw Johnson	Winona	\$5,000	
25.33	Steve Harris	Fillmore	\$5,000	
25.33	Louis Epstein	Rice	\$5,000	
25.17	Kevin Dobbe	Olmsted	\$5,000	
25.00	Wendy Placko	Rice	\$5,000	
25.00	Susan Waughtal	Olmsted	\$5,000	
24.20	Suzanne Szucs	Olmsted	\$5,000	
24.00	Nathaniel Nelson	Olmsted	\$5,000	
23.83	Paul LeDuc	Fillmore	\$5,000	
23.83	Logan Johnson	Olmsted	\$5,000	
23.67	Cassandra Buck	Olmsted	\$5,000	

- **Dir. Hardy moved and Dir. Maloney seconded the motion to award \$5,000 to Judy Saye-Willis. Motion passed unanimously.**
- **Dir. Hardy moved and Dir. Chai seconded the motion to award \$5,000 to Cecilia Cornejo Sotelo. Motion passed unanimously.**
- **Dir. Chai moved and Dir. Hardy seconded the motion to award \$5,000 to Lane Powell. Motion passed unanimously.**
- **Dir. Maloney moved and Dir. Hardy seconded the motion to award \$5,000 to Heidi Bacon. Motion passed unanimously.**
- **Dir. Chai moved and Dir. Maloney seconded the motion to award \$5,000 to Kathleen Hawkes. Motion passed unanimously.**
- **Dir. Chai moved and Dir. Maloney seconded the motion to award \$5,000 to Margaret Shaw Johnson. Motion passed unanimously.**
- **Dir. Chai moved and Dir. Hardy seconded the motion to award \$5,000 to Steve Harris. Motion passed unanimously.**
- **Dir. Hardy moved and Dir. Maloney seconded the motion to award \$5,000 to Louis Epstein. Motion passed unanimously.**
- **Dir. Maloney moved and Dir. Hardy seconded the motion to award \$5,000 to Kevin Dobbe. Motion passed unanimously.**
- **Dir. Hardy moved and Dir. Chai seconded the motion to award \$5,000 to Wendy Placko. Motion passed unanimously.**
- **Dir. Hardy moved and Dir. Maloney seconded the motion to award \$5,000 to Susan Waughtal. Motion passed unanimously.**
- **Dir. Maloney moved and Dir. Chai seconded the motion to award \$5,000 to Suzanne Szucs. Motion passed unanimously.**
- **Dir. Hardy moved and Dir. Chai seconded the motion to award \$5,000 to Nathaniel Nelson. Motion passed unanimously.**
- **Dir. Chai moved and Dir. Maloney seconded the motion to award \$5,000 to Paul LeDuc. Motion passed unanimously.**
- **Dir. Hardy moved and Dir. Maloney seconded the motion to award \$5,000 to Logan Johnson. Motion passed unanimously.**
- **Dir. Chai moved and Dir. Hardy seconded the motion to award \$5,000 to Cassandra Buck. Motion passed unanimously.**

<u>Score</u>	<u>Applicant</u>	<u>County</u>	<u>Request</u>	<u>Recused</u>
29.00	Samantha Reiter-Johnson	Olmsted	\$3,000	
28.43	Peter Mutschler	Winona	\$3,000	
27.29	Andrew Mazariegos-Ovalle	Rice	\$2,790	
27.25	Espoir DelMain	Wabasha	\$3,000	
27.13	Natasha Roozen	Goodhue	\$3,000	
26.43	Rocky Casillas Aguirre	Rice	\$3,000	
26.00	Jonny Weaver	Rice	\$3,000	
25.25	Kate Langlais	Rice	\$3,000	
25.25	Trina Brunk	Rice	\$3,000	
24.50	Stena Lieb	Fillmore	\$3,000	Maloney
24.00	Sarah Vanasse Miles	Olmsted	\$3,000	
24.00	Carla Gallina	Fillmore	\$3,000	
23.57	Julie Yost	Olmsted	\$3,000	
23.38	Rachel Pauli	Winona	\$3,000	

- **Dir. Chai moved and Dir. Hardy seconded the motion to award \$3,000 to Samantha Reiter-Johnson. Motion passed unanimously.**
  - **Dir. Maloney moved and Dir. Chai seconded the motion to award \$3,000 to Peter Mutschler. Motion passed unanimously.**
  - **Dir. Hardy moved and Dir. Chai seconded the motion to award \$2,790 to Andrew Mazariegos-Ovalle. Motion passed unanimously.**
  - **Dir. Maloney moved and Dir. Chai seconded the motion to award \$3,000 to Espoir DelMain. Motion passed unanimously.**
  - **Dir. Maloney moved and Dir. Chai seconded the motion to award \$3,000 to Natasha Roozen. Motion passed unanimously.**
  - **Dir. Hardy moved and Dir. Maloney seconded the motion to award \$3,000 to Rocky Casillas Aguirre. Motion passed unanimously.**
  - **Dir. Hardy moved and Dir. Maloney seconded the motion to award \$3,000 to Jonny Weaver. Motion passed unanimously.**
  - **Dir. Hardy moved and Dir. Chai seconded the motion to award \$3,000 to Kate Langlais. Motion passed unanimously.**
  - **Dir. Hardy moved and Dir. Chai seconded the motion to award \$3,000 to Trina Brunk. Motion passed unanimously.**
  - **Dir. Chai moved and Dir. Hardy seconded the motion to award \$3,000 to Stena Lieb. Motion passed with one abstention.**
  - **Dir. Maloney moved and Dir. Chai seconded the motion to award \$3,000 to Sarah Vanasse Miles. Motion passed unanimously.**
  - **Dir. Hardy moved and Dir. Chai seconded the motion to award \$3,000 to Carla Gallina. Motion passed unanimously.**
  - **Dir. Chai moved and Dir. Maloney seconded the motion to award \$3,000 to Julie Yost. Motion passed unanimously.**
  - **Dir. Chai moved and Dir. Hardy seconded the motion to award \$3,000 to Rachel Pauli. Motion passed unanimously.**
- Approval of School Residency Grant

- **Dir. Maloney moved and Dir. Chai seconded the motion to award \$1,275 to Plainview-Elgin-Millville High School. Motion passed unanimously.**

Since the last Board meeting, SEMAC awarded grants to 31 applicants representing six counties for a total of \$123,065 in funding. This includes one School Residency grant for \$1,275, sixteen Advancing Artist grants for \$80,000, and fourteen Emerging Artist grants for \$41,790.

<b>County</b>	<b>Grants</b>	<b>Total Awarded</b>
Dodge	0	0
Fillmore	5	\$21,000
Freeborn	0	0
Goodhue	2	\$8,000
Houston	0	0
Mower	0	0
Olmsted	9	\$39,000
Rice	9	\$34,790
Steele	0	0
Wabasha	2	\$4,275
Winona	4	\$16,000
	<b>31</b>	<b>\$123,065</b>

- **Board Candidate Tony Boldt (résumé attached)**  
**Dir. Maloney moved and Dir. Chai seconded the appointment of Tony Boldt as the Dodge County representative to the SEMAC Board of Directors. Motion passed unanimously.**
- **Board Candidate Amy Wightkin (résumé attached)**  
**Dir. Hardy moved and Dir. Chai seconded the appointment of Amy Wightkin as the Mower County representative to the SEMAC Board of Directors. Motion passed unanimously.**

ED Shartin will contact Board members via e-mail to see if they are able to change the meeting time to 1:30 – 3:00 p.m. and available to change to meeting on the second Tuesday of the month. She will confirm any changes via email prior to the October meeting.

**Dir. Maloney moved and Dir. Chai seconded the motion to adjourn.**

The Board of Directors meeting adjourned at 11:17am.

## **Timeline for Strategic Planning and 50<sup>th</sup> Anniversary Celebration** *Draft 9.13.24*

### **FY2025 – July 1, 2024 – June 30, 2025 (year two of biennium)**

October 31, 2024 – Deadline for Needs Assessment Survey

*January 2025 – Write biennial plan for FY 2026 and 2027 (July 1, 2025 – June 30, 2027), including program updates and new initiatives reflective of Needs Assessment results*

January - March 2025 – Update grant guidelines on website based on reviews by KM and ADS, with input from Outreach and Accessibility Manager and Needs Assessment Survey findings

April 2025 – Begin process to identify facilitator for strategic planning

May 2025 – DEI training for Board, Staff, and Panelists (informed by Needs Assessment findings, as well as AFTA and Exposed Brick Theatre's reports)

By June 30, 2025 – Complete update/creation of SEMAC Policies and Procedures, and review of Bylaws

### **FY2026 – July 1, 2025 – June 30, 2026 (year one of biennium)**

By July 1, 2025 – Finalize contract with facilitator for strategic planning

July 2025 – IDI training for new Board, staff, and panel members

August - December 2025 – Strategic planning and review of Mission, Vision, Goals with Board; potentially to be integrated with and/or kicked off with DEI training

January - March 2026 – Update website, grant program information, communications, etc. to reflect strategic planning and revision of Mission, Vision, and Goals; determine need and timing for new logo (i.e. in FY27 or as part of 50<sup>th</sup> anniversary celebration/new website?)

### **FY2027 – July 1, 2026 – June 30, 2027 (year two of biennium)**

September/October 2026 – Conduct Needs Assessment (?)

Fall 2026 – DEI training for Board, Staff, and Panelists

By September 1, 2026 – Recruit someone to create new website

*January 2027 – Write biennial plan for FY 2028 and 2029 (July 1, 2027 – June 30, 2029), including plans to celebrate 50<sup>th</sup> anniversary, updated mission/vision/goals, program updates, and new initiatives*

April 1, 2027 – Finalize communications plan for 50<sup>th</sup> anniversary

June 1, 2027 – Finalize and complete testing of new website

### **FY2028 – July 1, 2027 – June 30, 2028 (year one of biennium) – 50<sup>th</sup> Anniversary!**

# Executive Director Report for Board Meeting September 17, 2024

## Grantmaking:

- Continued to review eligibility requirements, guidelines, and disallowed expenses with Karen to streamline information about our grant programs on the website and to reflect this work in grant applications
- September 1 – opened application for organizational grants (LOI deadline October 1)
- September 9 – Grants Committee meeting
- September 10 and 11 – conducted review panels for Individual Artist Grants, resulting in 30 applications recommended for funding for a total of \$121,790.

## MSAB/McKnight/MCA/FACM:

- Over 200 Economic Impact Surveys collected to date by Johanna Frisch and Taliesen Nyala (goal of 400 by the end of the year)
- September 6 – attended FACM meeting (Zoom)
- September 12 – observed MSAB meeting (Zoom)

## Networking (August 17 – September 13, 2024):

- August 17 – Lanesboro, **Fillmore County** – attended reception for Lois Peterson exhibit
- August 21 – Winona, **Winona County** – met with Sharon Mansur
- August 22 – Winona, **Winona County** – attended reception for Jamie Schwaba exhibit
- August 24 – Winona, **Winona County** – attended artist talk by Judy Onofrio at MMAM
- August 26 – Rochester, **Olmsted County** – met with Mary Beth Magyar
- August 28 – Lanesboro, **Fillmore County** – attended artist in residence capstone event with poet Hawona Sullivan Janzen
- September 5 – Winona, **Winona County** – met with Sarah Johnson, Joy Labs
- September 5 – Winona, **Winona County** – Facilitated Artist Development Workshop, “Putting Value on Your Work” with presenters Ann Plummer and Jovy Rockey, at Winona Arts Center

## Communications:

- September e-newsletter sent to 1,202 recipients
- Direct e-mail re: organizational grant writing workshops sent to 342 contacts
- SEMAC general information poster mailed to 62 venues
- Initiated first ad buy on FB promoting SEMAC generally and including workshops

## Other:

- Met weekly with John Skillings, financial trainer with Propel for Non-profits
- Completed Worker’s Compensation Audit
- Finalized health insurance plan option
- Finalized Needs Assessment Survey
- August 22 – Attended Propel training, “Empowering Effective Decision-Making on Non-profit Boards” (Zoom)
- September 5 – Executive Committee meeting
- September 10 – Attended webinar presented by Grantmakers in the Arts, “Show me the Money: An Introduction to Finance Documents for Arts Funders”
- September 12 and 13 – conducted initial interviews with several candidates for Outreach and Accessibility Manager position (Zoom)