



MINUTES Grant Review Meeting

Wednesday, 13 November 2024, via Zoom

PANELISTS PRESENT: Dave Casey, Ben Downs, Kali Morrison, David Schmidt, Samantha Whipple, Amy Wightkin

STAFF PRESENT: Anastasia Shartin, Karen Miller

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 Sue Pariseau, Bluff Country Studio Art Tour; Kim Sin, Cambodian American Partnership of Minnesota; Stephanie Tranchida, Hometown Opera Company; Janet Behrens, Rochester International Film Group; Stephen Rose, Rochesterfest; Kari Kubicek, Southeast Service Cooperative; and David Bittner, Winona ORC Industries.

The Chair outlined the Grant Review procedure as follows.

Welcome to SEMAC's Grant Review Panel Meeting. 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 28 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 November 19 meeting for their approval. Awards will be announced on November 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 NON-ARTS GROUPS

Applicant	County	Request	Recused
Autism Resource Guide	Olmsted	\$5,000	Downs, Morrison
Cambodian American Partnership of MN	Olmsted	\$5,000	Downs
Eagle Bluff Environmental Learning Center	Fillmore	\$5,000	Downs
Engage Winona	Winona	\$5,000	Downs, Schmidt
FiftyNorth	Rice	\$5,000	Downs
Healthy Community Initiative	Rice	\$5,000	
Hiddo Soor	Steele	\$5,000	
International Owl Center	Houston	\$5,000	
Lanesboro Historic Preservation Association	Fillmore	\$5,000	
Mantorville Economic Development Authority	Dodge	\$5,000	
Rochesterfest	Olmsted	\$5,000	Morrison
Shorewood Senior Campus	Olmsted	\$5,000	Morrison
Southeast Service Cooperative	Olmsted	\$5,000	
Steele County Historical Society	Steele	\$2,190	
Welcome Center	Mower	\$5,000	
Winona ORC Industries	Winona	\$5,000	
World Revival Ministry	Olmsted	\$5,000	

PROGRAMMING GRANTS FOR ARTS ORGANIZATIONS

Applicant	County	Request	Recused
Austin Community Band	Mower	\$5,000	
Bluff Country Studio Art Tour	Winona	\$5,000	
Frozen River Film Festival	Winona	\$5,000	
Hometown Opera Company	Olmsted	\$5,000	
Little Theatre of Owatonna	Steele	\$5,000	
Rochester Chamber Music Society	Olmsted	\$5,000	
Rochester Community Band	Olmsted	\$5,000	
Rochester International Film Group	Olmsted	\$5,000	
Rochester Male Chorus	Olmsted	\$5,000	
Rochester Repertory Theatre Company	Olmsted	\$3,565	
Zumbrota Area Arts Council	Goodhue	\$5,000	

The grant review adjourned at 11:36am.