southeastern minnesota arts council

MINUTES
Board of Directors Meeting
Tuesday, 16 April 2024, via Zoom

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

DIRECTORS ABSENT: Kjel Alkire

STAFF PRESENT: Anastasia Shartin

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

Due to technical issues and a power outage, minutes were not taken at the time and the meeting was not recorded. The following notes are a recreation.

Welcome new Board member Andi Arnold

Approval of the Agenda
Dir. X moved and Dir. X seconded approval of this meeting's agenda, as written. Motion passed unanimously.

Approval of the Minutes
Dir. X moved and Dir. X seconded approval of the minutes from the 19 March 2024 Board meeting with the Executive Director's report attached. Motion passed unanimously.

Audit Summary
Presented by Bill Kalmes, Smith Schafer & Associates.

Executive Director's Report
- See attached.

New Business

A. Board Manual Presentation – ED Shartin briefly went through the contents of the Manual, noting that the current Mission, Vision, and Core Values were adopted in 2020 and will be reviewed as part of an upcoming long range planning process, and highlighting the updated Board Expectations and Responsibilities.

B. Grants Committee Report – Dir. Chai reported that the committee held its first meeting with good discussion on specific guidelines and rules related primarily to Individual Artists grants. This committee will meet monthly to continue these discussions and will bring proposals for any policy changes to the Board.

C. Needs Assessment Update – ED Shartin reported that a Needs Assessment will take place early this Fall through surveys and meetings with individuals. The results will help to shape the FY2026-2027 Biennial Plan. She, Dir. Dietz, and Dir. Marin will begin meet in June to finalize the plans. In the meantime, they are requesting each Board member meet with 2 or 3 people in their county during the month of May for input and feedback on SEMAC. Shartin will send more information about this to the Board by May 1, including the goals for these meetings and sample questions. Board should e-mail notes from their meetings to her by June 1.

D. Communications Plan Update – ED Shartin reported that we have completed our work with Sievers Creative and now have a solid plan which Jacque VanRavenhorst, our communications manager, will work from and continue to update. Jacque will be invited to the May Board meeting to make a short presentation about the Plan and her work to date.

E. Executive Committee Nominations – Please contact Shartin with nominations. The new slate of officers will be voted on at the June meeting.

The Board of Directors meeting adjourned at 11:00am.

Executive Director Report for Board Meeting April 16, 2024

Grantmaking:

- Organizational Grants – 62 to be reviewed by Panel for a total request of $426,005 ($313,090 available). Panel review meetings are Tuesday and Wednesday, May 14 and 15, starting at 9 a.m. via Zoom.

MSAB/McKnight/MCA/FRACM:

- March 21 – FRACM Policy Manual Committee meeting (Zoom)

Office Move:

- Successfully moved offices the week of March 25. New office address is 2510 Superior Dr. NW, Suite B, Rochester, MN 55901.

Networking/Grounding Work (March 16 – April 9, 2024):

- March 18 – **Goodhue County**, met with Cole Redhorse Taylor from Prairie Island Indian Community (Zoom)
- March 19 – **Northfield, Rice County**, attended State of the City Event where Judy Saye-Willis received the Living Treasure Award
- April 5 – **Winona, Winona County**, attended "Dance After Hours" screening of dance film by Erin Drummond and live performance by WeDances Movement Collaborative at Minnesota Marine Art Museum
- April 6 – **Rochester, Olmsted County**, visited Jane Powers exhibit at Rochester Art Center
- April 6 – **Lanesboro, Fillmore County**, attended artist reception for Kat Nottingham at Lanesboro Arts and attended "Ugly Lies the Bone" at the Commonweal Theatre

Communications:

- April e-newsletter sent to over 900 recipients
- Work with Sievers on Communication Plan concluded. Plan will be a living document that we can add to and update. Accessibility Statement needs to be finalized.

Other:

- Finalized Board Manual
- Met with Propel for Non-profits and, with support from Executive Committee, decided to contract with them for a year of coaching, "Creating Financial Insight"
- Met with Robin Pearson for her insights into carryforward numbers as a result of the FY23 audit
- Artist grant writing workshop in Northfield scheduled for March 27 canceled due to low registration (upcoming workshops in Caledonia, April 23, and in Albert Lea, May 30)
- In conversation with Project FINE about contracting with them to provide translation services and grant writing coaching to non-English speaking artists