



MINUTES
Grant Review Session II
Wednesday, 7 May 2025, via Zoom

PANELISTS PRESENT: Dave Casey, Vivian Lark, Eileen Moeller, Ivete Martinez,
Samantha Whipple

STAFF PRESENT: Anastasia Shartin, Karen Miller

1:00pm 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.

The audience included applicants Haley Kimmet Teopaco, A Great Day Farm; Ren Olive, Rochester Community & Technical College; Marie Maher, Shorewood Senior Campus; and Eric Hoyer, USA Dance Chapter 2017. Not all gallery observers were identified.

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 muted with their videos off. If anyone disrupts the meeting, I will kick that person out of the meeting.

Today we will be reviewing a total of 21 grant applications. Panelists will discuss each for 6 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 online 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 SEMAC Board of Directors at the May 13 meeting for their approval. Awards will be announced on May 14.

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 6-minute discussion of the review criterion. 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
City of Faribault Parks & Recreation	Rice	\$5,000	
City of Winona Parks & Recreation	Winona	\$5,000	
Faribault Community Education	Rice	\$5,000	
Friends and Foundation of Northfield Public Library	Rice	\$5,000	
Hiawatha Valley Mental Health Center	Winona	\$5,000	Casey
Hispanic Outreach of Goodhue County	Goodhue	\$5,000	Whipple
Mower County Historical Society	Mower	\$5,000	
National Eagle Center	Wabasha	\$5,000	
Northfield Community Education	Rice	\$5,000	
Northfield Union of Youth	Rice	\$5,000	
Project FINE	Winona	\$5,000	
Renewing the Countryside	Wabasha	\$4,956	
Rice County Neighbors United	Rice	\$5,000	
RNeighbors (Rochester Neighborhood Resource Centre)	Olmsted	\$5,000	
Rochester Community & Technical College	Olmsted	\$4,710	
Shorewood Senior Campus	Olmsted	\$5,000	
Somali American Social Service Association	Olmsted	\$5,000	
Three Links Care Center	Rice	\$5,000	
USA Dance Chapter 2017	Olmsted	\$5,000	
Voices of the Defenseless	Olmsted	\$5,000	Lark
Winona Dakota Unity Alliance	Winona	\$5,000	

The grant review adjourned at 3:10pm.