



MINUTES - GROUP III Grant Review Meeting

Thursday, 6 November 2025, 9am, via Zoom

PANELISTS PRESENT: Ivete Martinez, Gretchen Ramlo, Samantha Reiter-Johnson, Scott Roberts (excused)

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 Marie Maher, Rochester Male Chorus; Beth Nienow, Rochester Music Guild; John Gaddo, Root River Current; Roxi Thompson, Quilter's Therapy; Kari Kubicek, Southeast Service Cooperative; Mary Flicek, Wabasha Main Street; Jane Lewis, City of Whalan; Cristeen Custer, Winona Arts Center; Mark Zocher, Winona Creators' Collective; and Beth Kangas, Zumbro Valley Medical Society Foundation.

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 and video off. If anyone disrupts the meeting, I will kick that person out of the meeting.

Today we will be reviewing a total of 25 grant applications. Panelists will discuss each for 6 minutes. After 3 minutes a reminder alarm will sound. 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 Board at the November 10, 2025, meeting for their approval. Awards will be announced on November 12, 2025

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.

APPLICANTS FOR REVIEW **Organizational Grants Fall 2025**

Applicant	County	Request	Recused
Rochester Music Guild	Olmsted	\$11,000	Martinez
Rochester Repertory Theatre Company	Olmsted	\$3,500	Martinez
Rochester Symphony	Olmsted	\$11,000	Martinez
Root River Current	Fillmore	\$6,000	Ramlo
Sandbar Storytelling Festival	Winona	\$11,000	
Sheldon Theatre Brass Band	Goodhue	\$10,350	
Sheldon Theatre of Performing Arts	Goodhue	\$11,000	
Southeast MN Bluegrass Association	Houston	\$6,000	
Southeast MN Federation of Music Clubs	Olmsted	\$10,000	
Southeast Service Cooperative	Olmsted	\$6,000	
Southeastern Minnesota Poets	Olmsted	\$3,335	
Summerset Community Theatre	Mower	\$11,000	Ramlo
Universal Music Center	Goodhue	\$10,000	
USA Dance Chapter 2017	Olmsted	\$6,000	Martinez
Vintage Band Festival	Rice	\$11,000	Ramlo
Voices of the Defenseless	Olmsted	\$5,000	Martinez
Wabasha Main Street, Inc.	Wabasha	\$6,000	
City of Whalan	Fillmore	\$6,000	

Applicant	County	Request	Recused
Winona Arts Center	Winona	\$7,520	
Winona Creators Collective	Winona	\$10,580	
Winona State University Art Collection	Winona	\$6,000	
Winona Symphony Orchestra	Winona	\$8,000	
Wits' End Theatre	Fillmore	\$7,350	
Zumbro Valley Chorus	Mower	\$11,000	
Zumbro Valley Medical Society Foundation	Olmsted	\$6,000	Martinez

The grant review adjourned at 11:20am.