



CULTURAL COUNCIL MINUTES

March 1, 2021

MEETING SUMMARY

The Broomfield Cultural Council reviewed the SCFD grant process and scoring method. They also briefly reviewed the recommendations for the Arts, Culture and Science grant.

ROLL CALL

Present: Min Cho, Julie Fuller, Jeanne McFarland-McDonald, Melodee Rodriguez, Pascale Fried, and Sara Skerpan

Absent: Kenny Nguyen, Jasleen Batra,

Others in attendance: Megan Gilby, Arts & History Manager; Cheryl German, Arts Operations Coordinator; and Dana Manyothane, SCFD Program Officer

AGENDA MINUTES

CALL TO ORDER

Meeting was called to order at 6:32 p.m. by Sara Skerpan, Vice Chair.

APPROVAL OF THE AGENDA AND MINUTES

Melodee Rodriguez made a motion to approve the agenda. Jeanne McFarland-McDonald seconded. The motion passed unanimously. Melodee Rodriguez made a motion to approve the minutes. Pascale Fried seconded. The motion passed unanimously.

REPORTS

STAFF REPORT

ARTS & HISTORY HIGHLIGHTS

- ❖ Special project with Tina Lynn Craig, Aster Women's Choir, recreating Broomfield music, "Blue Columbine" that was discovered in the Broomfield Depot Museum Collection
- ❖ [Broomfield Veterans Museum](#) reopened on Feb. 4.
- ❖ All Creative Season programming is now available at broomfield.org/CreativeSeason
- ❖ A&H Team booking the Summer Concert Series. Planning for outside and streaming options.
- ❖ The Broomfield Auditorium has updating equipment, lobby lighting, scheduling/rescheduling.
- ❖ In 2020, the Auditorium was reconfigured to be an online streaming and recording service for live performances. We are offering the live-streaming service with an extra technician for free until audiences can be at 75% capacity.
- ❖ Three more banners will be printed: Broomfield Council on the Arts & Humanities featuring Aster Women's Chamber Choir, Broomfield Veterans Museum, and Rocky Mountain Brassworks
- ❖ SCFD Final Report Submitted
- ❖ David Allison, Museum Coordinator, has been giving virtual tours to 2nd graders at Centennial Elementary
- ❖ The Museum completed a video series and accompanying curricula for 2nd graders. Topics are---Daily Life in the early 1900s, Railroads in Broomfield, Toying with Time, and Agriculture in Broomfield. It has been distributed to Adams 12 and Boulder Valley school districts.
- ❖ David is also reaching out to retirement communities and senior living facilities collecting oral histories.
- ❖ Anti-Racism storytelling event "Insights" focusing on the history of Broomfield will be in the Auditorium on April 24 and will feature Brandon Stepter.
- ❖ The Veterans Museum will host a Civil War event on March 13 featuring living history reenactors and focusing on Colorado's role in the war.

CULTURAL COUNCIL HIGHLIGHTS

- ❖ The Broomfield SCFD Grant due March 26 at 4 p.m.

- ❖ Reworking the Arts, Culture and Science Grants
- ❖ Cultural Council Ordinance has been updated. Elections are now in April. “The officers of the cultural council shall consist of a chairperson, vice-chairperson, and secretary. Officers shall be elected annually by majority vote of the cultural council at the first meeting following the city council annual appointments of board and commission members, shall assume their duties upon election, and shall serve one-year terms. Officers must be members of the cultural council and may succeed themselves in office. No two offices may be held by the same person.”

PUBLIC ART HIGHLIGHTS

- ➔ Public Art Ordinance has been updated. Elections are now in April. “At the first meeting following the city council annual appointments of board and commission members, the public art committee will select from among its membership a chairperson and such other officers as are deemed necessary by the public art committee.”

OTHER PROJECTS

- ★ Broomfield High School Interact Club Mural Project

SCIENTIFIC AND CULTURAL FACILITIES DISTRICT (SCFD) REPORT

SCFD Board Meetings

February Board Meeting Recap: On Thursday, February 25, 2020; 1PM.

- Passed Resolution 21-01: Pertaining to Posting of Public Meeting Notices
- Passed Resolution 21-02: Pertaining to the Adjustment of the Appropriation and Distribution of 2019 Revenue Collected
- Reappointment of Jake Zambrano (Arapahoe County) for his 2nd term
- Patty Silverstein, President & Chief Economist Development Research Partners gave a 2021 Economic Forecast for Metro Denver presentation

Upcoming Board Meetings:

All meetings are held on Thursdays at 1 pm unless otherwise noted. See website

<https://scfd.org/who-we-are/our-board-staff/meetings-minutes/>

- April 22, 2021 - Budgeted distribution numbers for Tier III grant cycle announced and adopted.
- May 27, 2021 - At this meeting, leadership from the Tier I organizations present their annual certification reports to the board on how SCFD funds were used to benefit the public and adopt Tier I projected distributions.

SCFD Revenue Report

The December 2020 SCFD sales and use tax revenue was \$6,323,737.40. This brings the total Fiscal Year (FY) 2020 sales and use tax revenue to \$64,314,014.84. This compares to FY 2019 revenue of \$66,140,000.64. The variance is (\$1,825,985.80), which is a 2.76% decrease in FY 2020 over FY 2019. This is a much better reality than was projected last spring.

Tier III Update

Final Grant Reports were due Feb. 12, 4 p.m. Four organizations missed the deadline and cannot apply for the 2021 grant cycle. None in Broomfield county.

COVID Status Updates (Grant Amendment/Change Request)

- In lieu of grant amendments (formerly known as change requests) SCFD will be requiring organizations to submit status updates online for the 2021 program cycle (i.e. for the funding you just received that can be used until December 2021).
 - These organizational status updates will be due as follows:
 - December 31, 2020
 - April 30, 2021
 - August 31, 2021
 - December 31, 2021

Trainings/Tutorials

- Grant Application Workshop Training tutorials available.
- CCC Review Process/Scoring will be done through Fluxx. District training was conducted on Feb 24, 2021. The recorded tutorial is available in the CCC Portal on the SCFD website.

Office Hours

Dana Manyothane hours are Monday-Thursday, 8 a.m. - 6 p.m. Physical office by appt. only. Staff is working from home indefinitely.

NEW BUSINESS

Review the SCFD Fluxx Grant System

Grant review and scoring will be done through Fluxx. District training was conducted on Feb 24, 2021. The recorded tutorial is available in the CCC Portal on the SCFD website.

Dana Manyothane reviewed Cultural Council Portal. [Here's the direct link scfd.org/grantmaking/funded-organizations/tier-iii/county-cultural-councils/](https://scfd.org/grantmaking/funded-organizations/tier-iii/county-cultural-councils/)
Menu system: Already funded, Tier III, County Cultural Councils
Contact Dana for the password. This was sent to all Cultural Council members previously.

Cultural Council members will review the training video prior to the next meeting. SCFD Program Officers will be attending all grant study sessions.



UNFINISHED BUSINESS

Review the SCFD Grant Process and Scoring Matrix

The Cultural Council plans to take a grant through the scoring matrix at the April meeting. They will evaluate whether a scoring threshold will be used in funding recommendations. Examples of funding formulas from other counties will be applied to archived BCC grants to determine functionality.

Pascal Fried proposed that those organizations with average scoring < 50% be excluded from funding allocation. Melodee Rodriguez seconded the motion. The motion passed unanimously.

Scores will be submitted in Fluxx by May 19 and allocations will be discussed at the final allocation meeting on May 24. Allocations will not be during the grant study sessions.

If organizations are interested in feedback, please attend the study sessions. The grant schedule will be released in advance. The Cultural Council will be using Zoom Webinar to accommodate guests.

Discuss recommendations from ACS Subcommittee

The Council briefly discussed the restructuring of the ACS grant, allowing educators to apply. Staff advised that, due to several administrative issues needed to be addressed before this restructuring, council continue to work on appropriate amendments and target 2022 to roll out the expansion of ACS to teachers. Updated guidelines and application form will be reviewed at the next meeting.

Julie Fuller, Jeanne McFarland-McDonald and Melodee Rodriguez are the recognized subcommittee to foster this project.

ADJOURN

Min Cho made a motion to adjourn. Melodee Rodriguez seconded. The vote was unanimous. The meeting was adjourned at 7:50 p.m.

APPROVAL

Minutes prepared by Melodee Rodriguez and Cheryl German.

Approved by Kenny Nguyen, Chair