

MEETING AGENDA

Governing Body: Arts Advisory Board
Date of Meeting: Thursday, June 29
Time of Meeting: 5:30 pm
Place of Meeting: Airport Conference Room



1. Call Meeting to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a. May 25, 2023
5. Financial Overview
 - a. Fiscal Year Update
 - b. Revenue vs. Expense Report
6. Boards and Committees
 - a. Update/Discussion on Candidate(s) for 5th Seat
7. Grants
 - a. Grant Program Update
 - b. Discussion - Potential Grants
8. Event(s) Update
 - a. NOG: Update Post Event
 - b. Community Christmas Celebration
9. Other Business
 - a. Update - Arts Board Policies and Procedures
 - b. Discussion – Arts Website
 - c. Discussion - Social Media
10. Board Comments
11. Public Comments
12. Motion to Adjourn.

**ARTS ADVISORY BOARD
MEETING MINUTES**

Thursday, May 25, 2023 • Boone Municipal Airport

Meeting called to order: 5:32 pm, Thursday, May 25

In attendance: Linda Blakely, David Byrd, Pam Grundstad, Chris Sutton.

Approval of agenda: Motion to approve agenda by Sutton, seconded by Grundstad

Approval of minutes:

May 9, 2023 — Motion to approve by Grundstad; seconded by Sutton

May 22, 2023 — Motion to approve by Sutton; seconded by Grundstad

Financial Review

A financial report from the City was omitted from the Packet for review. The Board pulled the latest financial report from April 6, 2023. The only expense to date has been the \$900 sponsorship for the Nights on the Green-Cruisin' and Crafts Arts Fair which was reflected on the April 6, 2023 financial overview.

Arts Advisory Board Committees

The Board discussed the need for committees if the Events Policy, Bylaws and Public Arts Policy submitted to the City are approved. These committees will be necessary to manage smaller projects or components of more ambitious Arts Advisory Board projects. The Board will follow the by-laws as stated under Article III - Subcommittee Structure once approved.

Project Discussions

June 2 Nights on the Green — The Board learned that 27 craft vendors have registered for the Cruisin' and Crafts event at the City green space Friday, June 2. Blakely presented a map from the CVB and reviewed the layout for the kids activities and vendor placement, including the Arts Board table. Discussion included keeping the vendors together if possible. Blakely stated there will be space for 32 tents. The Board discussed the advantages of locating the entrance closer to the vendors, as suggested by Councilman Moorman.

Blakely notified the Board that expenditures for promotional items for the NOG event were not accepted for the May 15, 2023 City Council packet and therefore not approved. After discussion, Board Members Sutton, Grundstad and Blakely decided to bear the costs because the Arts Board receives a table for our sponsorship, and because this will promote the arts within our community. Byrd stated that individuals should not be expected to purchase promotional items for the City Arts Board and said he will talk to Ondrea about reimbursement for the event.

Christmas Show

Blakely suggested that if the Board is considering another community Christmas production, a planning meeting should be scheduled as soon as possible. Grundstad suggested we set a date and time at the next board meeting. Sutton suggested the meeting be specifically to discuss the feasibility of another Christmas Production.

Board Comments

Sutton presented a project to be considered for review at a future board meeting when time allows.

Other Business

There were no additional Board or public comments.

Next Meeting

The Board will hold its regular monthly meeting Thursday, June 8 at 5:30 pm at the Boone Municipal Airport.

Motion to Adjourn — The meeting was adjourned at 6:35 pm, moved by Sutton and seconded by Grundstad.

Fiscal Year 2023 Cash Flow Statement

Beginning Cash Balance		9,092.01
FY2023 Membership Dues		
FY2023 Donations	3,263.00	
FY2023 Expenditures		5,250.44
Cash Balance as of 6/5/2023		7,104.57

Cash Flow History Statement

	Revenue	Expenditures	Cash Balance
FY2021 Economic Development Transfer	5,000.00		
FY2021 Membership Due	240.00		
FY2021 Donations	-		
FY2021 Expenditures		222.03	
FY2022 Donations	2,577.28		
FY2022 Membership Dues	660.00		
FY2022 Expenditures		2,663.24	
FY2023 General Fund Transfer	3,500.00		
Cash Balance as of 6/30/2022	11,977.28	2,885.27	9,092.01

REVENUE & EXPENSE REPORT
CALENDAR 6/2023, FISCAL 12/2023

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	AMOUNT UNEXPENDED
009-599-4705	DONATIONS	.00	.00	3,263.00	.00	3,263.00-
009-599-4750	MEMBERSHIP DUES-PIN SALES	.00	.00	.00	.00	.00
009-910-4830	TRANSFER IN-ART COMMISSION	3,500.00	.00	.00	.00	3,500.00
	TOTAL REVENUE	3,500.00	.00	3,263.00	93.23	237.00
009-599-6413	ART GRANTS	.00	.00	.00	.00	.00
009-599-6499	CONTRACT SERVICES	9,000.00	.00	3,736.71	41.52	5,263.29
009-599-6503	MERCHANDISE FOR RESALE	.00	.00	.00	.00	.00
009-599-6506	OFFICE SUPPLIES	.00	.00	1,513.73	.00	1,513.73-
009-910-6910	TRANSFER OUT-ART COMMISSION	.00	.00	.00	.00	.00
	TOTAL EXPENSES	9,000.00	.00	5,250.44	58.34	3,749.56
	ART COMMISSION TOTAL	5,500.00-	.00	1,987.44-	36.14	3,512.56-
	TOTAL ARTS COMMISSION BAL	5,500.00-	.00	1,987.44-	36.14	3,512.56-