

# SPECIAL SESSION MINUTES

**Governing Body:** Arts Advisory Board  
**Date of Meeting:** Thursday, July 6, 2023  
**Time of Meeting:** 5:30 pm  
**Place of Meeting:** Airport Conference Room



**Call Meeting to Order** — Blakely called the meeting to order at 5:35 pm

**Roll Call** — Present: Linda R. Blakely, David Byrd, Pam Grundstad and Chris Sutton.  
(Guest) Joe Pundzak

**Approval of Agenda** — Pam Grundstad made the motion to approve the special meeting agenda. Seconded by Sutton. Vote: Unanimous.

**Financial Overview** — The fiscal year 2023 cash flow statement was discussed. The Board will seek clarification regarding whether unused grant money can be used for events/projects or must remain in the Arts Board budget even if there are no grant requests pending. Councilman Byrd will follow up with appropriate city staff for additional information on this question.

**Special Project** — Blakely introduced Film/Video Consultant, Joe Pundzak. Blakely and Pundzak had met with the Producer prior to the meeting and was able to share information and answer questions/concerns regarding the Production Company and confirmed the Production Company was legitimate.

Pundzak recommended that the Arts Board sit down with Skare first.

Sutton made a motion to for Pundzak/Blakely to sit down with Skare for the next steps to send the project to the City Council for their consideration. Seconded by Grundstad. Vote: Unanimous.

**Community Christmas celebration** — Blakely shared details of her meeting with Skare, Chamber & CVB on June 26. The Chamber turned over the Parade to the Arts. Blakely presented a Budget for review based solely on the Tree Lighting and Christmas Show.

Discussion included additional funding resources needed to handle all three elements of the Event. The Board agreed to keep the “community” involved at all levels. Blakely will reach out to CVB and Chamber to collaborate.

Sutton made a motion to approve \$5,000 to fund the 2023 Community Christmas Celebration. Seconded by Grundstad. Vote: Unanimous.

**Next meeting** — Next Meeting is August 10 @ 5:30 pm at the Airport Conference Room

**Board Comments** — Chairman Blakely shared an email request from the Boone Chamber from June 30 inviting the Arts to participate in the Family Fair portion of Arts in the Park. This request was outside the scope of the Arts Board role so the board instructed Blakely to decline the response. The board agreed for Blakely to again, request a meeting with our Board so we can explain our roles in the Community as a City Entity and how we can help the Chamber and all those involved who want to promote the arts/artists.

**Public Comments** — There were no public comments.

**Motion to Adjourn** — Grundstad made a motion to adjourn the meeting at 8:20 pm. Seconded by Sutton. Vote: Unanimous.