

Boone Arts Advisory Board Meeting Agenda

Date/Time:	June 5, 2024 9:00am
Location:	City Hall Conference Room

- **Call Meeting to Order**
 - Roll Call
 - Approval of Agenda
 - Approval of Previous Minutes
- **Review Grant Applications**
 - Application review and grant designation
- **Upcoming Events**
 - *Farmers' Market 3rd Thursdays (June 21, July 18, Aug 15, Sept 19, Oct 17)*
 - What will we do/provide for each market
 - *Art in the Park (September 22)*
 - Facilitate artist sign up and organization
 - Student Art Show
 - Parade Float advertising Art in the Park
 - Food Truck updates - Courtney
 - Scavenger hunts - Crys and Courtney
 - [Art Harvest Tour](#) (September 28-29)
 - Coordinate local artists/organizations, advertising (online/radio)
- **Completed Events**
 - *Summer Reading Kick Off - June 3 4:00-7:00 @ Erickson Public Library*
 - *Summer on Story - May 25 10:00-3:00*
 - Messy at the Library (April 9)
 - Pet Drawing Contest - Courtney
- Other Business
- Board Comments
- Public Comments

Boone Arts Advisory Board Meeting Minutes

Date/Time:	May 17, 2024 9:00am
Location:	City Hall Conference Room

- **Roll Call**

- Heartso
- Tilley
- Sisson
- Carman
- Williamson

- Dana moved to Approve of Agenda, Linda seconded
- Linda moved to Approve April Minutes, Crys seconded

- **Grant Application and timeline**

- Grant applications are due May 30, please spread the word

- **Upcoming Events**

- *Summer on Story - May 25 10:00-3:00* (Booth assignments: Holly will set up at 9, 10:00-2:00 - Holly & Dana, 2:00-5:00 - Linda & David, Crys will clean up at 5:00)
 - The Board will provide face painting, information and encourage grant applications
 - Dana will provide chairs, table, canopy, cooler and recruit face painting volunteers. Holly will provide cups, bottled water, ice paper towels, baby wipes, donation boxes
- *Summer Reading Kick Off - June 3 4:00-7:00 @ Erickson Public Library*
 - Library requests face painting and temporary tattoos
 - Holly will provide chairs, canopy, bottled water, table
- *Pufferbilly Days Art in the Park (September 22)*
 - The Board will facilitate artist sign up and organization
 - Holly to reach out to schools for a Student Art Show
 - The Board decided to have a Parade Float.
 - Dana motioned to approve a \$400-\$500 budget for the float, Crys seconded.
 - Courtney has been working to secure Food Trucks
 - Crys is working on a scavenger hunt for the weekend and will work with Courtney on promotion
- *Farmers' Market 3rd Thursdays (June 21, July 18, Aug 15, Sept 19)*
 - The Board will plan each market at the June meeting

- **Completed Events**
 - Messy at the Library (April 9) - Hosted by the library, Holly and Courtney were present to support families. Art work will be posted on the Story Walk at McHose Park.
 - Courtney facilitated a Pet Drawing Contest, prizes were donated.
- **Proposed Events**
 - [Art Harvest Tour](#) (September 28-29) The Board will work to coordinate local artists/organizations, advertising (online/radio)
- **Review Budget and Expenditures**
 - Holly moved for the Board to approve current expenditures, Linda seconded and signatures were provided on the form from the City.
 - Linda moved that the Board declined pursuing merch as a fundraising opportunity, Holly seconded. The Board will evaluate next year.
- Meeting Adjourned at 10:02, next meeting is June 5, 9:00am.

What is the name and address of your organization?

Boone Community Theatre, 711 Story St. PO Box 25, Boone, IA.

2. Describe your mission and programs/services provided?

The purpose of this organization is to provide a source of entertainment and involvement in theatre activities in the Boone area. We produce four mainstage shows each year as well as hosting Open Mic Nights and other special events. We provide educational opportunities for area youth during the summer months through weekly workshops. We also host two summer camps for youth that culminate in a performance.

3. To what particular use(s) will any City funds directed to this individual/organization be put?

The funds will be used to purchase historically appropriate costumes to be utilized during the production of a show set in the Victorian Era. We have a limited inventory of costumes that meet the needs of a show set during this time period. Being able to purchase costumes that are historically accurate will elevate the production quality of this and future shows, giving our audience a more truthful and enjoyable experience. These funds will elevate the quality of arts performances for Boone residents.

Receipts and Expenses Information (Budget) *Use this form only*			
	Last Year	Present Year	Next Year (if known)
Revenues (All Sources)			
Allocation from Boone Arts Board			
Other Fees and Grants from	3,050	6,930	
Membership Dues			
Program Service Fees, Etc.	15,631.72		
Sales of Materials	932		
Investment Income	4.08		
Miscellaneous Income	6,007.47		
Total Revenues	25,625.27		
Expenditures			
Salaries			
Employee Benefits			
Payroll Taxes, Etc.			
Business Expenses (Office rental, supplies, equipment)	47,481.80		
Travel/ Conference/Meetings			
Awards and Grants	300		
Miscellaneous Expenses			
Total Expenses	47,781.80		
Excess/Deficit	-22,156.53		

Boone Community Theatre 2023

Category		Income	Expense	
Advertising Swag Sales		\$932.00		
Box Office:		\$13,454.72		
Season Tickets	\$970.00			
Robinhood	\$3,998.22			
Wait Until Dark	\$1,697.00			
Miracle Worker	\$4,112.50			
Swan Princess	\$2,677.00			
Special Events	\$150.00			
Youth Theatre:		\$2,177.00		
Puffs Tuition	\$1,110.00			
Puffs Tickets	\$677.00			
Drama Club Admission	\$390.00			
Bank Interest:		\$4.08		
Facilities Income:		\$250.00		
Facilities Misc Sales	\$150.00			
Facilities Rentals	\$100.00			
Donations:		\$3,816.14		
Building Fund	\$2,274.00			
Misc. Donations	\$281.62			
Scholarships	\$98.00			
Show Donations	\$535.00			
Patrons	\$600.40			
Supporters	\$27.12			
Grants		\$3,050.00		
Pratt-Fenton Costume Grant	\$750.00			
BCCE Costume Grant	\$1,200.00			
Walmart Child Discount Grant	\$1,100.00			
Refunds		\$1,941.33		
Facilities	\$1,541.33			
Security Deposit	\$400.00			
Misc. Reimbursement	\$13.00			

In Kind Gifts	\$1500 estimated			
TOTAL REVENUE			\$25,625.27	
Advertising			-\$1,761.32	
Bank Fees			-\$30.00	
Box Office Fees	Card Processing		-\$55.29	
Concessions			-\$27.12	
Dinner Theatre Food			-\$629.05	
Facilities:			-\$8,726.98	
	Building Supplies	-\$31.42		
	Construction	-\$8,695.56		
Grants			-\$2,529.57	
	Audio Grant	-\$171.98		
	Costume Grant	-\$636.30		
	Mobile Theatre Grant	-\$1,721.29		
Insurance			-\$1,274.00	
Memberships			-\$580.05	
Misc. Expenses			-\$297.07	
Mortgage			-\$13,254.59	
Postage			-\$161.00	
Property Tax			-\$919.50	
Rent			-\$4,400.00	
Royalties & Scripts			-\$2,598.95	
Scholarships			-\$300.00	
Show Tech			-\$3,985.54	
	Costumes	-\$991.65		
	Lights	-\$294.16		
	Props	-\$305.36		
	Set	-\$834.37		
	Venue	-\$1,560.00		
Utilities			-\$5,420.34	
	Energy	-\$4,788.18		
	Trash	-\$76.00		
	Water	-\$424.65		

	Webhost	-\$131.51		
Youth Theatre			-\$831.43	
	Programs	-\$5.00		
	Royalties	-\$331.95		
	Props	-\$391.76		
	Costumes/Makeup	-\$12.46		
	Set	-\$90.26		
	TOTAL EXPENSE		-\$47,781.80	
	Net Income (Expense) 2023			-\$22,156.53

**IOWA SECRETARY OF STATE
PAUL D. PATE**



CERTIFICATE OF EXISTENCE

Issue Date: 5/26/2024

Name: BOONE COMMUNITY THEATRE (504RDN - 55072)
Date of Incorporation: 10/8/1975
Duration: PERPETUAL

I, Paul D. Pate, Secretary of State of the State of Iowa, custodian of the records of incorporations, certify the following for the nonprofit corporation named on this certificate:

- a. The entity is in existence and duly incorporated under the laws of Iowa.
- b. All fees required under the Revised Iowa Nonprofit Corporation Act due the Secretary of State have been paid.
- c. The most recent biennial report required has been filed with the Secretary of State.
- d. Articles of dissolution have not been filed.

Certificate ID: **CS287183**

To validate certificates visit:

sos.iowa.gov/ValidateCertificate

A handwritten signature in black ink that reads "Paul D. Pate". The signature is fluid and cursive.

Paul D. Pate, Iowa Secretary of State

B's Candles and Crafts
1323 College Street
Boone, Iowa 50036
515-900-5181

The mission, personal mission, of this beginning company is to provide for myself and my children, while exploring new crafts and arts to provide others. All items are handmade, candles, soaps, bath bombs, lip balms, and jewelry. If, when, demand for the goods increases I want to provide opportunities for teaching, also, job opportunities for other single mothers, low income/no income individuals, and those with disabilities. I also want to keep the business in Boone and provide these services to local individuals.

Any and all funds that are provided will pay for local vendor opportunities and go to purchasing new candle making equipment and soap making equipment. If there are any funds remaining those will go to other supplies: candle wax, essential oils, soap base, soap coloring, oils for soaps, molds for candles and soaps, single person set up awning, and fitted table cloths.

Thank you for the opportunity to apply for an arts grant.

Alexandra R Brown



Arts Grant Application

Submit to: e-mail clerk@city.boone.ia.us or deliver to City Hall, Central Business Office

The Arts Advisory Board will consider requests for funding from individuals and organizations that would strengthen and promote the arts and cultural creativity within the Boone community for the benefit of all ages. Maximum grant allocation is \$500 per individual/organization, preference will be given to artists and organizations in Boone county.

Your completed application must be returned to City Hall at 923 8th Street, Boone or via e-mail to clerk@city.boone.ia.us by 5:00 pm May 30. If the 30th falls on a weekend the application due date is the following Monday. Grant Decisions will be made by the 30th of June and applicants will be notified within 1 week. Please limit applications to no longer than 5 pages.

Application Checklist:

- Application – no more than 5 pages**
- Articles of Incorporation or charter documents where appropriate**
- Audited Financial Reports or other documents evidencing financial responsibility**

1. What is the name and address of your organization?
2. Describe your mission and programs/services provided?
3. To what particular use(s) will any City funds directed to this Individual/organization be put?
4. Please complete the following table regarding your organizations' finances:

Receipts and Expenses Information (Budget) *Use this form only*			
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Revenues (All Sources)			
Allocation from Boone Arts Board			
Other Fees and Grants from			
Membership Dues			
Program Service Fees, Etc.			
Sales of Materials			
Investment Income			
Miscellaneous Income			
Total Revenues			
Expenditures			
Salaries			
Employee Benefits			
Payroll Taxes, Etc.			
Business Expenses (Office rental, supplies, equipment)			
Travel/ Conference/Meetings			
Awards and Grants			
Miscellaneous Expenses			
Total Expenses			
Excess/Deficit			

1. What is the name and address of your organization?

My name is Megan Moore and I am the visual arts teacher at Franklin Elementary, address: 1903 Crawford St, Boone, Ia 50036.

2. Describe your mission and programs/services provided?

Franklin Elementary is a 2nd-4th grade public school. I teach visual arts to all the students.

3. To what particular use(s) will any City funds directed to this individual/organization be put?

I would like to use the funds to purchase more materials to create a more inclusive space for the diverse students I see. Below, I have linked an Amazon list of these materials. Some of them are intended for more process-based projects that students can participate in and enjoy regardless of skill level. I included tools specifically adapted for the use of students with different physical abilities. There are also materials, including books and consumable materials, that are intended to be used in multicultural activities.

https://www.amazon.com/hz/wishlist/ls/2W24H8BXU5JSJ?ref=cm_sw_em_r_un_un_iRtJD7Gp_mzKFG

Sonia Heins
Ledges Elementary School
1805 Hancock Drive
Boone, Iowa 50036
sheins@boone.k12.ia.us

Boone Arts Advisory Board
Boone City Hall
923 8th Street
Boone, Iowa

Dear Boone Arts Advisory Board Members,

I am Sonia Heins, the STEAM Teacher at Ledges Elementary. I became aware of your grant program when invited to apply by Courtney Sisson, board member and parent of a Ledges student. While a veteran early childhood teacher, I am new to Boone, and could not have imagined a better match. Ledges is truly an amazing place, and Boone should be very proud of its newest school.

The STEAM program is an extension of STEM learning- Science, Technology, Engineering, and Math, now incorporating Art. Young children need hands-on, real-world learning opportunities. Ledges Elementary was specifically built for early learning, promotes creativity, and hosts an amazing faculty, staff, and administration. I am working to build a curriculum incorporating age-appropriate, challenging, meaningful learning experiences.

Courtney's timing was wonderful. I had been admiring an upright classroom loom, a large-scale structure on which children can weave. Weaving and textiles are a relatable, interesting media. Designing and planning, counting, creating patterns, noticing texture and fine motor dexterity are just a few skills which will be reinforced using the loom. Communication, collaboration, and care will be important, as will respecting the work of peers. Patience while our textiles are in progress, and watching an intricate process from beginning to end will be very rewarding. I imagine some works will be used on display in our beautiful new building. Other ideas include auction items for fundraising, donations and gifts, and possibly utilitarian textiles like mats or rugs.

Receiving a grant from your council will fully fund this new adventure in learning! Most students are not familiar with weaving, and have likely never seen nor used a loom. I am excited to introduce a new media and all its potential to our youngest students in Boone Schools.

Links to the loom and starter kit through Dick Blick are below, and it appears there would be no shipping charges on the order.

[Dick Blick loom link](#)

[Dick Blick tapestry starter kit](#)

Thank you for your consideration, and I look forward to hearing from you.

Sincerely,
Sonia Heins,
STEAM Teacher
Ledges Elementary

Ryan Hart - Kindergarten

1. What is the name and address of your organization?

Leaves Elem. 1805 Hancock Drive Boone, IA

2. Describe your mission and programs/services provided?

Teaching the youth of Boone - PreK-1st grade

3. To what particular use(s) will any City funds directed to this individual/organization be put?

Fairy tales stem kit - will allow students to show creativity and act out each story & setting of story.

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Application – no more than 5 pages	<input type="checkbox"/>
Articles of Incorporation or charter documents where appropriate	<input type="checkbox"/>
Audited Financial Reports or other documents evidencing financial responsibility	<input type="checkbox"/>

[Join Lakeshore Rewards](#) and earn up to 1,131 points on this order! [See Details.](#)

My Cart

Ship Order (1 item)

Item	Price	Qty	Total
 Fairy Tales STEAM Kit - Set 2 Item # KT11279	\$377.00	1	\$377.00
<input checked="" type="radio"/> Ship Item			
<input type="radio"/> Store Pickup			
<input type="radio"/> Select Store			

Order Summary

Subtotal	\$377.00
-----------------	-----------------

Rewards members enjoy \$6.99 flat rate shipping on qualifying purchases!

[Join Now](#)

Checkout

Fields in **bold** are required.

Shipping Ryan Hart - 1622 Story St, Boone, IA 50036

[Change](#)

Delivery Standard - Ships within 3 business days

[Change](#)

Payment

Order Summary

Ship Order

Subtotal \$377.00

Shipping \$56.55

Tax  \$26.39

Total \$459.94

[Apply](#)

Boone Arts Advisory Board
Summer on Story Application
Submitted by Heather Davis, Shops on Story President
809 Story St, Boone Ia 50036
515-520-7890
Emaselegance@gmail.com/ShopsonStory@gmail.com

Shops on Story is a group made up of downtown business owners that advocate to help create a better downtown for our community. We do that by helping to boost and encourage business between one another as well as put on community events that pull people to our downtown area. Each and every one of our businesses is invested with time, money, sweat and tears to boost our community and bring different retail and service options to our local community members.

We are located in a variety of addresses down Story and Keeler St, as well as 7th and 8th St. Most of our mission involves simply bringing awareness to what your downtown has to offer, while also trying to create a well maintained area that is pleasant to the eye. We work with all kinds of different local entities to help boost our downtown any way we can!

Shops on Story runs 5 downtown events: Sweets on Story in February, Summer on Story in May, Sips on Story in September, Spooky Story St & Murder on Story in October, and Santa on Story in December. We also work with Chamber and Visit Boone County events, try to boost the VFW and Legion, while promoting as many community groups as we can. We sincerely believe that unity is one of the major steps in creating a better Boone.

Shops on Story is requesting this grant in the amount of \$500 to run our Summer on Story event. Summer on Story is an artist based event in which we bring in local artists to busk (actively create their art in the street and receive tips), sell their art and perform. We encourage every form of art of participate from knitting to painting, henna to music, dance to story time! We believe art can come from all walks of life but every artist shares one trait...the love of what they do. Because we so greatly believe in supporting those following their dreams our downtown businesses fund this completely themselves. For the past two years this has cost the Shops on Story businesses around \$1000.

We rent the green space which costs \$375 for the space and 10 tables, then we ask for donations to go to a free community lunch. The food is provided through donations from sponsors but in the end it is the Shops businesses that cover anything not provided, the past two years that has been a \$200 difference. The VFW then cooks the meal and receives financial donations for their time. We also incur around \$100 (\$87 in 2023) for printing cost and getting posters up around the town. We also spent \$200 on radio advertisement and another \$100 on a facebook boost. Each business also contributes an activity for kids which costs each business, such as bubbles, sidewalk chalk, dancing ribbons, hula hoops and more! In the end this event costs us just under \$1000 split between the businesses that can offer financial contributions. This is getting bigger and better every year and we know we can make it so much more with the contribution of a grant from our local Arts Board.

Money isn't the only donation made during this event! Each business owner also gives an enormous amount of time. From design, marketing, advertising to literally physically moving tables and street barriers each business owner depends on their strengths to promote this event and to create something amazing together.

We couldn't ask for a better team! Each of us is grateful for the impact or events have had on our downtown. We are constantly hearing, 'We didn't even know you were here!' From community members that have lived here their whole lives. We are excited to offer this, and each of our events, annually to continue to bring awareness to our beautiful downtown and its amazing business owners.

Our goal is to bring Boone together, through unity, in our downtown. We can't wait for the Arts Advisory Board to join us on this mission!