

DRAFT MINUTES
Special Meeting
Cultural Commission
Tuesday, March 15, 2015 ● 5:30 PM
Community Center Sierra Room, 851 East William Street, Carson City, Nevada

Commission Members

Chair – Elinor Bugli	Vice Chair – Terri McBride
Commissioner – Karen Abowd	Commissioner – Peter Barton
Commissioner – Danielle Cook	Commissioner – Barbara D’Anneo
Commissioner – Stan Jones	

Staff

Roger Moellendorf, Parks and Recreation Department Director
Iris Yowell, Deputy District Attorney
Vern Krahn, Senior Park Planner
Tamar Warren, Deputy Clerk

NOTE: A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

An audio recording of this meeting is available on www.carson.org/minutes.

CALL TO ORDER

(5:32:57) – Chairperson Bugli called the meeting to order at 5:32 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

(5:33:08) – Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Elinor Bugli	Present	
Terri McBride	Present	
Karen Abowd	Present	
Danielle Cook	Present	
Barbara D’Anneo	Absent	
Stan Jones	Present	

PUBLIC COMMENTS

(5:33:30) – Sharon Rosse, Capital City Arts Initiative (CCAI) distributed an essay, incorporated into the record, on a new exhibition at the Courthouse, and invited everyone to visit it. She also introduced the new exhibit in the Sierra Room.

(5:35:37) – James Kiley introduced himself and read a letter, incorporated into the record, from Mary Fischer who could not be at this meeting, regarding artwork with themes representing the community’s history.

- 1. FOR POSSIBLE ACTION: APPROVAL OF MINUTES (October 26, 2015 and November 23, 2015).**

(5:39:30) – Ms. Yowell stated for the record that both minutes were outside the 45-day Open Meeting Law approval window because the regularly-scheduled December Cultural Commission meeting was cancelled.

(5:39:45) – MOTION: I move to approve the October [regular meeting] and November [special meeting] minutes of the Cultural Commission as presented.

RESULT:	APPROVED (5-0-0)
MOVER:	McBride
SECONDER:	Abowd
AYES:	Bugli, McBride, Abowd, Cook, Jones
NAYS:	None
ABSTENTIONS:	None
ABSENT:	D’Anneo

2. MODIFICATIONS TO THE AGENDA

(5:40:14) – None.

3. MEETING ITEMS:

A. FOR POSSIBLE ACTION: TO ELECT A CHAIRPERSON AND VICE-CHAIRPERSON FOR THE CARSON CITY CULTURAL COMMISSION FOR THE 2016 CALENDAR YEAR.

(5:40:49) – Chairperson Bugli introduced the item.

(5:41:01) – MOTION: I move to nominate Elinor Bugli to the position of Chair.

There were no public comments.

RESULT:	APPROVED (5-0-0)
MOVER:	McBride
SECONDER:	Abowd
AYES:	Bugli, McBride, Abowd, Cook, Jones
NAYS:	None
ABSTENTIONS:	None
ABSENT:	D’Anneo

(5:41:56) – MOTION: I move to nominate Terri McBride to the position of Vice Chair.

There were no public comments.

RESULT:	APPROVED (5-0-0)
MOVER:	Abowd
SECONDER:	Jones
AYES:	Bugli, McBride, Abowd, Cook, Jones
NAYS:	None
ABSTENTIONS:	None
ABSENT:	D’Anneo

B. DISCUSSION ONLY ON THE PROGRESS OF THE DOWNTOWN BUSINESS ASSOCIATION’S MURAL PROJECT LOCATED AT THE NORTHEAST CORNER OF CURRY STREET AND ANN STREET.

(5:42:21) – Chairperson Bugli introduced the item.

(5:42:35) – Ms. Rosse presented the agenda materials and accompanying photographs of the project area. She also noted that the project would be completed in June 2016. Commissioner Jones inquired about the theme of the mural and Ms. Rosse stated she did not know that as the artist, Eric Burke, had just been selected. Vice Chairperson McBride thanked the Downtown Business Association (DBA) for their support.

There were no public comments.

C. DISCUSSION ONLY ON CARSON CITY’S NATIONAL ENDOWMENT FOR THE ARTS (NEA) ART WORKS GRANT PROGRAM, THE GRANT APPLICATION’S SCOPE OF WORK AND THE PROJECT’S TIMELINE.

(5:46:56) – Chairperson Bugli introduced the item.

(5:47:12) – Janice Keillor, Carson City Grants Administrator, presented the agenda materials and the grant submittal timeline. She also noted that the NEA response would be received in November. Ms. Keillor stated that the grant would coincide with the bicycle rack project by Muscle Powered. Chairperson Bugli thanked Ms. Keillor for her efforts and believed that even if the grant was not awarded this time, Carson City would have a “nice framework” for future grants.

D. DISCUSSION ONLY ON THE JOB DESCRIPTION FOR THE ARTS AND CULTURE COORDINATOR.

(5:50:54) – Chairperson Bugli introduced the item.

(5:51:13) – Joel Dunn, Executive Director of the Carson City Visitors Bureau, presented the agenda materials and highlighted the support he had received from the City’s lodging properties. He also thanked Carson City Human Resources Director Melanie Bruketta and Commissioner Jones, who had been the liaison with the City’s HR Department, for their participation in creating the Arts and Culture Coordinator position’s job description. Mr. Dunn reviewed the job description along with the salary and benefits package, incorporated into the record, adding that a contract position would not be competitive. He also outlined the timeline of the Master Plan implementation and the ordinance change for the room tax increase. Commissioner Jones was informed that the hire date would be early July. Commissioner Cook emphasized that the main focus behind the position should be about the quality of life in Carson City and not be solely geared towards cultural tourism only. Mr. Dunn ensured the Commission that the Coordinator would work “hand-in-hand” with the Commission. Chairperson Bugli suggested that each commissioner read the job description and Mr. Dunn noted that the Visitors Bureau Board was the decision maker on the hiring process and the job description.

There were no public comments.

E. DISCUSSION ONLY ON THE CARSON CITY VISITORS BUREAU’S APPLICATION FOR A NEVADA ARTS COUNCIL’S JACKPOT GRANT.

(6:10:55) – Chairperson Bugli introduced the item and presented the results of the grant requests, incorporated into the record via the Staff Report. She also noted that the grant request was for \$1,000; however, the award was for \$933, to be matched and added to in order to have \$2,000.00 to hire consultant Kendall Hardin of Idea Factory.

There were no public comments.

F. FOR POSSIBLE ACTION: TO APPROVE SCORING RANGES AND CRITERIA TO EVALUATE ARTS AND CULTURE SPECIAL EVENT GRANT APPLICATIONS.

(6:14:10) – Chairperson Bugli introduced the item and gave background. Mr. Krahn presented the agenda materials and the attached scoring criteria, both of which are incorporated into the record. Commissioner Abowd wished to see criteria similar to the ones used by the Redevelopment Authority. Discussion ensued about the role of the Arts and Culture Coordinator. Vice Chairperson McBride was informed that the applicants would be able to see the scoring criteria. The Commissioners reviewed and suggested changes to Staff.

There were no public comments.

(6:38:41) – MOTION: I move to approve the scoring ranges and criteria to evaluate arts and culture special event grant applications with the added changes based on tonight’s discussions.

RESULT:	APPROVED (5-0-0)
MOVER:	Abowd
SECONDER:	Cook
AYES:	Bugli, McBride, Abowd, Cook, Jones
NAYS:	None
ABSTENTIONS:	None
ABSENT:	D’Anneo

G. FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF THE CULTURAL COMMISSION’S ANNUAL REPORT FOR 2015/16 AND WORK PLAN FOR 2016/17.

(6:30:39) – Chairperson Bugli introduced the items and Mr. Krahn presented the agenda materials, incorporated into the record. Discussion ensued regarding the timelines and Mr. Krahn received feedback from the commissioners.

There were no public comments.

(6:44:45) – MOTION: I move to recommend to the Board of Supervisors approval of the Cultural Commission’s Annual Report for 2015/16 and work plan for 2016/17 with the added corrections.

RESULT:	APPROVED (5-0-0)
MOVER:	Abowd
SECONDER:	McBride
AYES:	Bugli, McBride, Abowd, Cook, Jones
NAYS:	None
ABSTENTIONS:	None
ABSENT:	D’Anneo

H. FOR POSSIBLE ACTION: TO SELECT A DATE IN MAY FOR A SPECIAL COMMISSION MEETING TO EVALUATE GRANT APPLICATIONS AND TO RECOMMEND TO THE REDEVELOPMENT AUTHORITY EXPENDITURES FROM THE REDEVELOPMENT REVOLVING FUND TO SUPPORT ARTS AND CULTURE SPECIAL EVENT FUNDING REQUESTS.

(6:45:20 – Chairperson Bugli introduced the item. Mr. Krahn presented the agenda materials and the dates that coincided with the Sierra Room availability.

There were no public comments.

(6:46:35) – MOTION: I move to select May 3, 2016 for a special Cultural Commission meeting to evaluate grant applications and recommend to the Redevelopment Authority expenditures from the Redevelopment Revolving Fund to support Arts and Culture Special Event Funding Requests.

RESULT:	APPROVED (5-0-0)
MOVER:	McBride
SECONDER:	Cook
AYES:	Bugli, McBride, Abowd, Cook, Jones
NAYS:	None
ABSTENTIONS:	None
ABSENT:	D’Anneo

4. STAFF UPDATE

A. UPDATE ON THE ADOPTION OF THE CARSON CITY ARTS AND CULTURE MASTER PLAN AND THE 1% ROOM TAX INCREASE TO PROVIDE FUNDING FOR THE ARTS AND CULTURE MUNICIPAL AGENCY AND THE ARTS AND CULTURE COORDINATOR.

(6:47:55) – Mr. Krahn thanked the Commission for all their work on the Master Plan and reviewed the Board of Supervisors approval timeline and invited the supporters to attend. He also did not anticipate any public or Board opposition.

There were no public comments.

B. UPDATE ON PETER BARTON’S REPLACEMENT FROM THE NEVADA DEPARTMENT OF TOURISM AND CULTURAL AFFAIRS.

(6:51:27) – Mr. Krahn announced the appointment of Claudia Vecchio as the new Tourism and Cultural Affairs representative to the Commission.

There were no public comments.

5. MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

A. CULTURAL COMMISSION MEMBERS’ STATUS REPORTS ON PROJECTS AND COMMENTS.

1. UPDATE ON THE GREENHOUSE PROJECT.

(6:52:37) – Commissioner Abowd noted that the project highlights are posted online at www.carsoncitygreenhouse.org. She also stated that 61 flower baskets had been sponsored by local businesses and individuals. Commissioner Abowd explained that the and Future Farmers of America programs were being supported by the Greenhouse as well, adding that tickets were available online for the Concert Under the Stars featuring Tower of Power. She also announced that the annual plant sale would take place on May 7, 2016.

There were no public comments.

2. UPDATE ON THE STEWART INDIAN SCHOOL'S CULTURAL CENTER.

(6:54:55) – Vice Chairperson McBride announced the receipt of a grant from the Nevada Cultural Affairs Department for the construction plan to rehabilitate Building One. She also noted that possible future grants may be pursued as part of human rights issues.

There were no public comments.

3. UPDATE ON THE CARSON CITY ARTS AND CULTURE COALITION'S ACTIVITIES.

(6:57:03) – Chairperson Bugli announced a photography competition titled Focus on Carson.

6. FUTURE AGENDA ITEMS

Previously discussed and incorporated into the record. Commissioner Jones requested an earlier, 4 p.m. start for future meetings. Discussion also ensued regarding a walking tour of the Stewart Indian School.

7. PUBLIC COMMENTS

There were no public comments.

8. FOR POSSIBLE ACTION ON ADJOURNMENT.

(7:04:30) – MOTION: Commissioner Abowd moved to adjourn. The motion was seconded by Commissioner Cook. The meeting was adjourned at 7:04 p.m.

The Minutes of the March 15, 2016 Carson City Cultural Commission meeting are so approved this 3rd day of May, 2016.

ELINOR BUGLI, Chair