

**Indiana Arts Commission
Quarterly Business Meeting**

Friday, June 12, 2020
4019 Tanglewood Drive, Floyds Knob, IN 47150
Allen Platt, Chair

Minutes

Members Present via-teleconference: Kathy Anderson, Alberta Barker, Chad Bolser, Libby Chiu, Ruth Ann Cowling, Dave Haist, Greg Hull, Walter Knabe, Laurie Burns McRobbie, Jake Oakman, Allen Platt, Sherry Stark, Nancy Stewart, Dusty Stemer, Anne Valentine

Members absent:

IAC Staff Present via-teleconference: Jasmine Bejar, Bridget Eckert, Stephanie Haines, Miah Michaelsen, Stephanie Pfendler, Deanna Poelsma, Lewis Ricci, Chapin Schnick, Paige Sharp, Anna Tragesser

- 1) **Welcome and Introductions.** Indiana Arts Commission (IAC) Chair Allen Platt called the meeting to order at 9:03 a.m. and asked for all to introduce themselves. All in attendance as listed above. Due to COVID-19 the Commission conducted business per Office of the Governor Executive Order 20-09.
- 2) **Approval of Agenda and March 13 Meeting Minutes.** Mr. Platt called to approve the June 12, 2020 meeting agenda and the March 13, 2020 meeting minutes. Commissioner Dave Haist motioned to approve. Commissioner Jake Oakman seconded the motion. By roll call vote, all were in favor. The motion carried.
- 3) **Executive Committee and ED Reports.**
 - a. **Agency Operations and Priorities During COVID-19.** IAC Executive Director Lewis Ricci discussed the agency's immediate response and support of grantees during the COVID-19 shelter in place orders, directives banning convenings and other issues that have affected organizations. It was noted decisions were made based on the broad directives approved by the Commission at the March 2020 quarterly business meeting which allowed the staff to respond to the crisis.
 - b. **Expedite Payments and Streamline Processes to Grantees.**
 - i. **FY2020 Final Grant Payments made prior to final grant reports.** It was noted final grant payments, which are typically processed after submission of a final grant report, were process previous to the report submission to alleviate any cash flow issues for grantees. Final payments were process with grantee understanding that final grant reports are still to be submitted.
 - ii. **All returning AOSI organizations in FY2021 preapproved by FY2020 status.** To streamline agency operations and provide assurance to organizations on a one year granting cycle, Arts Operating Support (AOS) I grantees funded in FY2020 have been preapproved for FY2021 funding. Mr. Ricci noted this aligns with funding processes for AOSIII and AOSII organizations who are funded on a two-year cycle and only submit applications to be adjudicated every other year. It was noted, new AOSI

organizations who submitted applications for the FY21 funding year were vetted.

- iii. **Coronavirus Aid, Relief, and Economic Security (Act Payments to AOS Organizations – Invoicing strategy.** Mr. Ricci noted federal relief funding was distributed from the National Endowment for the Arts (NEA) directly to our agency and our regional partner Arts Midwest. It was noted all FY20 Arts Operation Support (AOS) I, II and III grantees were eligible to apply for this funding through a non-competitive form submission process. Since AOS organizations had already been paneled to receive operational funding, this streamlined the funding process for the CARES Act funding directives which aligned with the intent to assist with operation issues for organizations such as salaries, rent and utilities.
 - iv. **Direct Contracting to all Grantees for FY2021.** Mr. Ricci noted to further streamline grant payments in the upcoming fiscal year, contracts usually held by the Regional Arts Partners (RAP) will be held directly by the agency for FY2021. It was noted, expediting payments and adding assurance to the receipt of funds for our organizations, most of who are in a distressed state, is the priority. Mr. Ricci asked if the board had any questions. Commissioner Libby Chiu questioned what the grantee response has been. Mr. Ricci noted feedback has been positive towards the streamlined process and assurance of funds. Mr. Ricci noted in contrast some state arts agency's enacted new granting programs and panels to issue the CARES funding. Mr. Ricci provided kudos to the IAC staff for the methodology to address grantee needs expediently with a non-competitive process. Of further note, the state has also responded expediently to our and other agency processes to address our constituent needs.
- c. **Focus on the Most Beneficial Services with Greatest Public Impact by Sector.** Mr. Ricci noted ways the agency has assisted its constituent groups with information on accessing COVID-19 funding and other resources.
- i. **Artists.** Efforts have been focused on connecting artists to information through webinars and communications on Pandemic Unemployment Assistance (PUA) for individuals and Paycheck Protection Program (PPP) funding for businesses, in addition to personal finance and business topics, since many in the state are self-employed. Considering this is the first-time self-employed individuals could apply for this type of assistance, with most not understanding they were eligible, getting that information out in a timely manner was integral. Mr. Ricci thanked IAC Artist Services manager Anna Tragesser for working with the individual artist community to make these opportunities accessible.
 - ii. **Organizations.** CARES funding, as discussed earlier, was made accessible per NEA directives to our organizations as discussed earlier in the meeting. In addition, webinars and communication efforts focused on connecting organizations to PPP and other federal COVID programs and included topics on fundraising, planning and community engagement.

- iii. **Communities.** Community topics tackled in webinars and communication efforts included information on housing, reopening institutions and related items to help them educate their own constituents. A webinar in partnership with the Office of the Governor focused on issues and understanding best practices for reopening cultural institutions and other community centric arts organizations.

Mr. Ricci noted the agency put these webinars together in a rather quick fashion in order to get the time sensitive information out to our constituent groups. It was noted webinar registrants totaled over 2K with over 20K total viewers. Mr. Platt noted our job is to serve our fellow Hoosiers and for staff to transition so quickly to action to work with the funding and meet the need of our constituents is very impressive. Commissioner Kathy Anderson questioned if webinars are still available to view. It was noted those are kept on the IAC website for anyone to access. Included in the resources are follow up materials provided by our expert presenters.

d. **Looking to FY2021.**

- i. **Activities and programs of greatest public impact.** Mr. Ricci noted the focus of programs will be places on those with the widest public impact as opposed to those specific to individuals.
- ii. **Emphasis on funding programs which are relied upon by grantees.** Focus will be given to those operational funding programs which organizations who have come to rely on for operational expenses.
- iii. **Streamlining of operations to create bandwidth to deal with a changing environment – especially “distressed” grant adjustments.** It was noted for the upcoming year, grants were written and submitted pre-COVID and paneled in the early days of that crisis time. Because the realities have changed for AOS and Arts Project Support (APS) grantees and there is no way to reset and resubmit those applications, we will streamline processes to create bandwidth for grantee and grants administrator.
- iv. **Continued emphasis on capacity building for constituents, specific to recovery and reopening strategies, stabilization and re-envisioning.** Reaching organizations through capacity building endeavors is key to Organizations and their operations.
- v. **Emphasis on laying the groundwork for enhanced IDEA work for agency.** It was noted understanding the agency’s processes in relation to Inclusion, Diversity, Equity and Access work will be enhanced as we move forward.
- vi. **Necessary planning to support IDEA emphasis and ED search.** Given what our society has seen recently, inclusion work is important to move forward on and is emphasized in the next budget. Ms. Chiu noted she was pleased to see that IDEA is a priority. Mr. Ricci noted this is the underpinning piece to respond to issues at hand and have in place as leadership transitions for the agency.

e. **Financials.**

- i. **FY 2020**

1. **May YTD.** Ms. Michaelsen discussed the May 2020 year to date financials (attached) noting the fiscal year is closing with a surplus amount that is anticipated to be expensed. She noted the agency contributed a 1% additional holdback in response to the State Budget Agency (SBA) request for an additional reserve. Of further note, SBA also enacted spending directives for the remainder of the year which brought expense numbers down. Mr. Ricci brought attention to the CARES funding amount noted in the revenue and expenses. Mr. Platt called to approve the May financials. Commissioner Nancy Stewart motioned to approve. Commissioner Laurie McRobbie seconded the motion. By roll call vote, all were in favor. The motion carried.
 - ii. **FY2020 Year End Projection.** Ms. Michaelsen continued that the 1% reserve added on at year end equates to approximately \$39K that will not be available as we close out the year. Currently the budget is on target to be just under \$5K with this additional reserve. Mr. Ricci provided kudos to Ms. Michaelsen for her work in navigating the budget to keep the agency in such a close margin.
 - iii. **Delegation of Contract Authority to Executive Director/Resolution.** Mr. Ricci noted that because the Commission holds legal authority to execute contracts, approval of delegation of contract authority to the Executive Director on a yearly basis saves commissioner's from having to sign hundreds of contracts. Mr. Platt called to approve. Mr. Haist motioned to approve. Commissioner Anne Valentine seconded the motion. By roll call vote, all were in favor. The motion carried.
- f. FY 2021 Budget.**
- i. **Guiding Principles/Narrative.** Mr. Ricci presented suggested guidelines (attached) for crafting the FY21 budget against financial realities which include an SBA directed 15% holdback equating to an additional \$588,074 out of the agency's state appropriation to be put in reserve. He reiterated the agency usually operates at a 2% reserve. In addition, SBA directives have restricted many expense categories for the current fiscal year and it is anticipated these restrictions will be carried over into FY21 with increased control. On a positive note the National Endowment for the Arts (NEA) grant award increased by \$40K. Given these parameters the agency is suggesting prioritizing core programs which organizations rely on for operational funding, as opposed to those programs which provide one-time and additional funding for special projects. Programs being prioritized are Arts Organization Support I, II and III (all qualifying), Arts Project Support (same number, statewide as FY2020), Cultural District Grants (current only), PACE (current grantees), Indiana Arts Homecoming (reduced and virtual), and Traditional Arts Indiana. Current programs to be paused in FY2021 include Arts in the Parks and State Historic Sites, the Individual Advancement Program, On Ramp and accompanying grants, Rural Indiana Performance Fund, Quick Impact Placebased (QuIP) Arts Grants, Scholarships for Indiana Arts Homecoming, all consultancies for the

field/follow-up to Homecoming, all additional external paid research, Governor's Arts Awards, and the Engagement Tour. It was noted these programs are only being put on hold for FY21 with reactivation and reevaluation of these items to be revisited for FY22. Implementing these funding priorities against the increased reserve will pass along only a 4% reduction to all returning grantees, fund all new AOS grantees, support the same number of APS grants statewide, maintain staffing at the current level, maintain fee-for-service/administrative levels for our Regional Arts Partners, and maintain key national memberships and relationships. It was noted some of these programs will still have an effect in FY21 as some FY20 project grants have been rescheduled or repurposed for future dates. Mr. Ricci noted that some funding is being held in a line item in the hope to reenergize artist programming in the 2nd half of the fiscal year. Because an additional holdback mid-fiscal year is possible holding funds until we better understand actual state revenue is a good practice. It was noted that because the Individual Advancement Program focuses on individual artists, public impact in this program is limited compared to an organizations footprint. Refocusing funding later in the next fiscal year, if possible, to have a more ubiquitous affect in the education of artists is being considered. Ms. McRobbie questioned how funding would be prioritized if any amount of funding were to come back into the IAC budget. Mr. Ricci noted he appreciated the optimism in the question but noted revenue realities for the state indicates the reserve will hold for the fiscal year. He continued that if any funding were to be returned to the agency, staff would come back to the Commission on how to prioritize those resources. Mr. Ricci noted in the 2008 recession, an additional reserve was tacked on to the already increased holdback and planning deliberately for this possibility is realistic and will save us from having to bring back money from grantees, for example.

- ii. **Itemized FY 2020/2021 Comparison Budget.** Ms. Michaelsen discussed the FY21 and FY20 budget comparison (attached) and brought attention to federal funds drawn in FY20 that needed to be spent down, which will not be available in FY21. She noted significant changes in line items which typically hold funding for those programs which will be on hold for FY21. The \$94K budgeted for artist services will be held until midpoint in the fiscal year. Of further note, travel and other items affected by the SBA spending directives are considerably lower since travel and other operational expenses are on hold.
- iii. **FY2021 Budget Approval.** Ms. Michaelsen noted she would be happy to answer any questions on specific budget line items. Hearing none, Mr. Platt called to approve the FY2021 budget. Ms. Stewart motioned to approve. Ms. Stark seconded the motion. By roll call vote, all were in favor. The motion carried. Mr. Platt noted the Commission appreciated the work put in on this budget given all the challenges.
- g. **Cultural Trust activity and other investments.** IAC Director of Marketing Bridget Eckert reported on pivoting tactics to increase plate sales, noting some available interest from the Cultural Trust will be utilized for Arts Project Support grants. She

reminded the Commission, per their March approval, one APS grantee from each county will be branded a Cultural Trust Designee. Ms. Eckert noted Communications is preparing assets and marketing resources around these designees for a September roll out. Mr. Ricci reminded the Commission of the work done with the Office of the Treasurer to change investment strategies to longer term vehicles. He reported some of the financial institutions those funds were held have cancelled longer term and higher yield investment options and thus funds have been put in more modest investment vehicles. He continued that while no money was lost, those investments will be seeing lower return rates.

- h. **Officer Elections for FY2021.** Mr. Platt presented the current slate of officers for reelection to a second term. Allen Platt as Chair, Alberta Barker as Vice-Chair and Anne Valentine as Secretary. Mr. Platt asked for any other nominations. Hearing none, Mr. Haist motioned to approve the current slate for a second term. Ms. Stemer seconded the motion. By roll call vote, all were in favor. The motion carried. Mr. Platt noted he is looking forward to serving in this capacity for another year.
 - i. **Office of the Governor.**
 - i. **Appointments Update.** Mr. Ricci noted Commissioners Anderson, Stark and Stewart will be ending their second terms June 30, 2020. He noted Ms. Stewart and Ms. Anderson served as chairs of the Commission and Ms. Stark served as chair of the strategic planning effort for the current plan.
 - j. **Personnel.** It was noted due to a hiring freeze, if any current staff decides to resign the agency cannot fill those positions.
 - k. **Advocacy Look Forward.** Mr. Ricci reported the legislative arts council advocates had their initial meeting and will be the core of our advocacy in the state. He noted the initiative is being led by Sally Gaskill and Terry Whitt Bailey along with Senators Ron Grooms and Tim Lanane.
 - l. **Strategic Plan Update.** Mr. Ricci noted revisiting our values and mission statements as well as crafting a cultural equity statement will be the lead up to strategic planning for the agency. Commissioner Chad Bolser is spearheading the planning efforts. Laying the groundwork for programmatic changes going into FY22 and the new budget cycle is key.
- 4) **Committee on the Future and Programs Grants and Services.** Ms. Cowling noted all action items listed below will be voted on in one motion. IAC Deputy Director of Programs, Paige Sharp, presented items as listed for Commission approval.
- a. **Approval of FY2021 Grants.** Detailed grant amounts, grant recipients, and other information was provided by region to Commissioners for Arts Organization Support I, II and III along with Arts Project Support grants submitted for approval. Regional Arts Partner Administration grants were also included for approval.
 - b. **Moving of Cultural District Application Timeline.** Due to the impact of the pandemic, timeline changes for creative community pathway applicants who are moving forward to pursue Cultural District designation were submitted for approval by the Commission. It was noted Cultural District designation is usually approved by the Commission at the December meeting but will realistically be able to be vetted for a June 2021 approval.

- c. **Moving of Governor's Arts Awards (GAA) and Live Indiana Arts Homecoming (IAH) - Columbus 2021.** Due to the impact of the pandemic the IAH convening and Governor's Arts Awards will be moved to 2021 and still take place in Columbus, IN.
- d. **Other Items for Discussion.** It was noted the Commission will need to cede authority to Partnering Arts Communities and Education (PACE) advisory committee for funding approvals due to timelines for participating schools outside of the Commission meeting dates. It was noted, Commissioner Ruth Ann Cowling, sits on this advisory committee.

Ms. Cowling called to approve all staff funding recommendations as presented, timelines changes for Cultural District approval and the Indiana Arts Homecoming and Governor's Arts Awards, and approval to cede authority to the PACE advisory committee as noted. Mr. Oakman motioned to approve. Ms. McRobbie seconded the motion. By roll call vote, all were in favor. The motion carried.

- 5) **Regional Arts Partner Report.** Ms. Sharp presented on behalf of the Partners. She noted the partnership continues to advance IDEA work as evidenced in the diverse panels in this past granting cycle. Of further note, many arts organizations and conveners are going to begin reopening with in person classes and gatherings and surveys will help in understanding reopening challenges and best practices. Since grant payments for the regions will be administered by the IAC for the coming cycle, partners will be able to provide greater focus and coaching to grantees as they navigate COVID.
- 6) **Crafting a Cultural Equity Statement – Framework.** Ms. Sharp noted that IAC staff has a developed list of priorities focused on IDEA work and developing a cultural equity statement is paramount to fulfilling those goals. Shayla Pulliam, Diversity and Inclusion Program Manager with State Personnel, spoke with the Commission about creating this statement. She noted now more than ever arts can transcend race and ideologies and defining what we are trying to say and who we are saying it for is the focus. Framing language with the overall goal of impressing upon people that there are no racial or other barriers, along with making sure everyone understands why this is important in creating an effective message is key as the Commission moves forward in this work.
- 7) **Listening to Indiana's Black Community.** Jamal Smith, previously the State of Indiana Civil Rights Commission Executive Director and currently with the IU health system, spoke to the Commission about doing work with organizations and individuals the Commission does not normally serve. Mr. Smith spoke to the current social upheaval and how the arts hold a unique space to soothe some of the unrest and anxiety as well as to communicate messages and tell the story on the front lines. He noted this is an opportunity for the IAC to figure out how to partner with these communities and give those impacted most, the opportunity to tell that story. Mr. Smith continued noting how the pandemic has added to this narrative in its effect on the education of young people, especially those who are isolated and under-resourced with no access to laptops, Wi-Fi, or parental support. Mr. Smith noted that one of the best outlets for young people is art and they too will be telling this story. Ms. Valentine noted that while the Commission has made a great commitment to diversity the board does not reflect this commitment. She challenged each commissioner to be thoughtful in finding a candidate from our communities to nominate to help the Governor's office help us meet our goals with our appointments. Mr. Smith noted that including those who do not have a lengthy resume or are in certain social spheres is

also a part of having a diverse board. Ms. McRobbie noted that many boards are wrestling with diversity issues and to Mr. Smith's point the IAC is in a better position to widen our thinking since this board does not rely on fundraising, gifts, and networks. Discussion followed on extending our networks through grant panels and including people in a more graduated way. Ms. Chiu spoke to the fear of tokenism when nominating people of color and black candidates. Mr. Smith noted that skepticism is certainly a natural response; some will not feel board service is for them and others will appreciate the opportunity. Mr. Platt thanked everyone for the discussion. Mr. Ricci underscored the need for the Commission to help the Governor's office help us diversify our board.

8) Old Business.

- a. PACE Sharing. IAC Arts Education and Accessibility Manager, Stephanie Haines, noted the PACE program has been successful in adapting to an online format during the pandemic. She shared a book authored and illustrated by the partner in New Albany.
- b. Mr. Ricci spoke with gratitude to the Governor's office in working with us to guide and solicit input from our cultural institutions on reopening concerns and best practices.
- c. Mr. Platt spoke to the work of soon to be emeritus commissioners Anderson, Stark and Stewart and thanked them for their service.

9) **New Business.** None discussed.

10) **Adjourn.** Mr. Platt called to adjourn the meeting. Ms. Valentine motioned to adjourn. Ms. Cowling seconded the motion. All were in favor. The meeting was adjourned at 11:15 a.m.