

**ARTS ADVISORY BOARD  
SPECIAL MEETING - MINUTES**

1-19-2023 – Boone Municipal Airport Conference Room

**Meeting Called to order:** 5:08 pm

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

**Approval of Agenda: Motion to approve agenda by Grundstad, seconded by Sutton. Motion Carried**

**Financial Overview:**

At the Board's January 11 meeting, board members asked for additional clarification regarding financial statements involving the Arts Board. Byrd explained the Fiscal Year 2023 Cash Flow Statement, specifically what funds are available for projects during the calendar year and fiscal year, and the difference between unexpended amounts and projected revenue.

**Arts Board Ordinance:**

The Board discussed possible amendments to the current city ordinance establishing the Arts Advisory Board. Blakely will put together bullet points for the Arts Board to review to present to the City regarding Projects/Events hosted by the City of Boone's Arts Board. The revised ordinance will be presented to the board and the City Council for approval as a resolution to the ordinance.

**Grant Guidelines**

Blakely recently spoke with the representatives of the Ames Commission on the Arts (COTA) which awards annual grants for various projects in Ames. Blakely distributed samples of their documents to use as a guide for grants. Ames Commission members offered to meet with the full Boone Arts Advisory Board to provide additional information upon our request

Board members noted that the Ames Commission on the Arts (COTA) is well-established and has operated successful for several decades. Their guidelines and application forms are extremely well and good examples to use as a guide for the Boone Arts Board. These guidelines also offer the Boone Arts Board the opportunity to grow and support more artists each year.

**Motion to approve the grant guidelines and grant application forms pending minor changes and approval from the City by Grundstad. Seconded by Sutton. Motion carried.**

Board members will review other documents used by the Ames Commission on the Arts and submit suggested revisions to the full Arts Board by January 30.

**Nights on the Green**

The Board discussed a proposal that the Arts Advisory Board sponsor the June 2, 2023 Nights on the Green, a Boone Convention and Visitors Bureau event. In addition to the other activities, there will be a Crafter's Fair beginning at 5:00 that day. The Arts Board will help find volunteers to assist with the Fair, including set up and tear down. As a sponsor of the event, we will distribute promotional fliers explaining the mission and activities of the Arts Board and promote our grant program.

**Motion to approve a \$900 sponsorship by the Arts Board for the June 2 Nights on the Green by Sutton, seconded by Byrd. Motion carried.**

No additional comments from the Board or Public.

**Next Meeting TBD**

**Motion to Adjourn: 7:25 pm, by Byrd, seconded by Sutton, approved unanimously.**