

CULTURAL SERVICES BOARD MINUTES

Tuesday August 28, 2012

4:30 P.M.

LOVELAND MUSEUM/GALLERY

503 N. Lincoln Ave.

Loveland, CO 80537

I. The August 28, 2012 meeting of the Cultural Services Board was called to order at 4:35 p.m. by Chairperson Kris Ortmann in the Upstairs Conference Room of the Loveland Museum/Gallery.

Board Members Present: Jan Desjardin, Louise Kauffman, Teresa Mueller and Kris Ortmann. Absent were Juanita Cisneros, Ginger Klein and Kerri McDermid. Also present were city council member Ralph Trenary; Jan Sawyer, Rialto Theater Manager; Jennifer Cousino, Curator of History; and Mary Shada, Office Support Specialist.

Additions/Changes to the Agenda

Under Rialto Report, WAA was added.

Additions or Corrections/Changes to the July 24, 2012 Minutes

Under Museum reports, the supplemental 2013 budget request, the first item listed that says "half time fte for the Rialto Theater Center scheduling coordinator position" was misleading. The additional half time hours were in the original proposal for the Rialto Theater bridge project staggered budget for 2012/2013.

Under Rialto reports, under Security, Jan Sawyer met with police officer Mary Marchio regarding security and staff training at the Rialto Theater Center and spoke on the phone with chief of police Luke Hecker. Mary Marchio's name was misspelled and Jan did not meet with Chief Hecker in person.

Approval of the July 24, 2012 Minutes

Teresa Mueller motioned to accept the July 24, 2012 minutes as corrected. Jan DesJardin seconded. The motion passed unanimously.

Introduction of Visitors

There were no visitors at the August meeting.

Public Comments

There were no public comments.

II. Agenda Items

Board Reports

Kris Ortmann informed CSB members that Jenni Dobson, Curator of Education at the Museum/Gallery, is looking for volunteer help for the Saturday 10/27/12 Halloween Festival and the Sunday 11/25/12 Tree Lighting. Members are to contact Jenni directly to volunteer.

Museum Reports

Deaccession a projectile point into the education collection – Jennifer Cousino asked CSB members to approve the deaccession of a projectile point from the museum collection to move it to the education collection to be made available for use in the archeological trunk. Teresa Mueller motioned to approve the deaccession, Louise Kauffman seconded, all approved.

Collection storage proposal – Jennifer Cousino and director Susan Ison met with the owners of the Reporter-Herald building to inquire about leasing space for the museum collections that are currently being stored in the Sequel building. Approximately 2,000 square feet of climate controlled lockable storage space is needed. Ralph Trenary suggested putting out an open request for bid to the public to help locate a cost effective storage area.

Maggie Rowlett book collection – A local poet/artist in Loveland, Maggie Rowlett, who has been involved in the Museum/Gallery for many years, offered to donate her vast collection of art books to the Museum. A lack of communication occurred during the selling of her estate when she moved into assisted living and it was discovered that the books were being sold at a garage sale. Jennifer Cousino was able to recover most of the books (about 300) before they were all sold.

Kroh Charitable Trust proposal – Susan Ison, Jan Sawyer and Jennifer Cousino met with Kroh Charitable Trust representatives and asked for donations for three areas in the Cultural Services department. Requests for a 3-D projection system for the Big Thompson relief map, a Georgia O'Keefe exhibit for the main gallery, and a new sound system for the Rialto Theater are being considered.

City council presentation September 18, 2012 – Susan Ison will be presenting at the September 18, 2012 city council meeting regarding the appropriation of capital expansion funds to hire an architect and a development person to begin the museum expansion project.

Rialto Reports

Rialto Theater Center installations and upgrades – The Rialto Theater Center technical coordinators Scott Dunn and Dave Brull have completed the installation of the sound system in the Devereaux room and the video conferencing equipment in the Phyllis Walbye room. The rear balcony access from the new building into the Rialto is under construction. The bi fold doors between the Rialto Theater and the new building need to be fixed.

Fall season preview – There are three Phyllis Walbye movies scheduled at the Rialto this fall and two movies playing in conjunction with the Bird exhibit at the Museum. The silent movie, “Dr. Jekyll and Mr. Hyde” with the Mont Alto Motion Picture Orchestra will be playing on Halloween evening October 31, 2012 and “Miracle on 43th Street” will be playing December 5, 2012. The Rialto Theater Center is also presenting Sophie Milman in concert November 2, 2012.

WAA – Jan Sawyer will be taking over the booking of events at the Rialto and will attend the Western Arts Alliance booking conference in Denver, CO in September 2012.

NEXT CULTURAL SERVICES BOARD MEETING: Tuesday, September 25, 2012 at 4:30 p.m. in the Loveland Museum/Gallery upstairs Conference Room.

III. Adjournment

Motion to adjourn the meeting was made by Jan DesJardin at 5:10 p.m. Louise Kauffman seconded the motion. All approved the motion.