

# CULTURAL SERVICES BOARD MINUTES

Tuesday, March 22, 2016

4:30 PM

## LOVELAND MUSEUM

503 N Lincoln Avenue, Loveland, CO 80537

I. The March 22, 2016 meeting of the Cultural Services Board was called to order at 4:39 pm by Juanita Cisneros in the upstairs Conference Room of the Loveland Museum.

**Board Members Present:** Juanita Cisneros, Dr. Dierdre Cook, Jan DesJardin, Suzanne Janssen, Teresa Mueller, and Kris Ortmann.

Susan Ison, Cultural Services Director, and Tegan Hollen, Office Support Specialist, were also present. Bryan Zellmer, Rialto Theater Center Manager, and John Fogle, City Council Liaison, were absent.

### **Additions/Changes to the Agenda**

Susan Ison added a Museum Preparator agenda item to the Cultural Services Reports section.

### **Additions or Corrections/Changes to the February 23, 2016 Minutes**

There were no additions or corrections/changes to the minutes.

### **Approval of the February 23, 2016 Minutes**

Dr. Dierdre Cook motioned for the minutes to be approved. Suzanne Janssen seconded the motion. The motion passed unanimously.

### **Introduction of Guests**

Michelle Vendegna, Loveland Reporter Herald reporter, and Heather Fortin Rubald, artist and community member, were also present.

### **Public Comments**

There were no public comments.

## **II. Agenda Items**

### **Board Reports**

**CSB Accomplishments Update** – Kris Ortmann reviewed and recorded the activities that CSB members participated in during the past month.

**2016 Board Goals** – Kris Ortmann presented the revised 2016 Board Goals for discussion. Board members made additional revisions, including adding a separate goal related to advocating for the

creation of a Larimer County Science and Cultural Facilities District and changing the goal related to Capital Expansion Fees so it incorporates both the Loveland Museum and Rialto Theater Center. With these revisions, Teresa Mueller motioned for the new goals to be approved and accepted. Jan DesJardin seconded the motion. The motion passed unanimously.

## **Cultural Services Department Reports**

**Board Application** – The vacant Cultural Services Board position was advertised again after the previous applicant, Gail Luna, withdrew his application. Another applicant, Heather Fortin Rubald, was recently interviewed and has been offered the position. She will be appointed to the board pending City Council approval in April.

**Museum Report** – Susan Ison spoke about current and upcoming events and exhibits at the Loveland Museum as well as other topics.

- *Museum Expansion:* Board members were shown the proposed Museum expansion design created by Olson Kundig. The Museum will now present the design to the public and seek feedback about the project, and will also explore the option of using Capital Expansion Fee funds to have an interior design done as well.

**Boards and Commissions Dinner** – Susan Ison attended the City of Loveland Boards and Commissions Dinner that took place on March 3rd at the Rialto Theater Center. She proposed that the Museum and Rialto look into funding for programs and events through the Community Marketing Commission (CMC), which presented at the dinner. The Community Marketing Commission serves as an advisory body to City Council concerning the City's use of the revenues received from the Lodging Tax to promote tourism, conventions and related activities within Loveland.

**Budget Cuts** – Susan Ison provided an update about the proposed budget reductions for City departments to assist with Police Department staffing needs. After being reviewed by City Council at the February 29<sup>th</sup> meeting, the proposed reductions, including a cut of \$20,000 for the Cultural Services Department, were not approved as submitted. The City Manager was asked to revise the plan to cover the new staffing costs.

**SCFD Update** – Susan Ison mentioned that the Northern Colorado SCFD committee has submitted the ballot language for the SCFD petition to Larimer County for certification. Once certified, the collection of signatures for the petition will begin. Signatures are due by August for the SCFD item to be added to the ballot for the 2016 election.

**Off-Site Storage Party** – Susan Ison reminded board members about the party celebrating the new Museum building for off-site collection storage. The party will take place on March 23<sup>rd</sup> from 5:30 – 7:30pm at the new building.

**Rialto Theater Center Report** – Susan Ison, on behalf of Bryan Zellmer, spoke about current and upcoming performances and events at the Rialto Theater Center as well as other topics.

- *Pollstar*: The Rialto Theater Center was featured in *Pollstar*, a trade publication covering the worldwide concert industry, for the recent performance by The Lettermen.
- *Ticket Sales Report*: Board members were given a report that compares Rialto ticket sales between January 1st and March 21st for 2014, 2015, and 2016. For 2016, it was noted that while the number of tickets sold during this time was lower, the overall ticket revenue was higher than the two previous years. Additionally, the number of shows presented by the Rialto Theater Center has grown each year with 11 performances so far for 2016.
- *Upcoming Performances and Events*: Board members also received additional handouts detailing the upcoming Rialto Cinema Program, the Foote Lagoon Concert Series, and the Sci-Fi Fest on Fourth event.

**Museum Preparator** – Jim Prohaska, Exhibits Preparator, resigned from his position to move home and be closer to family. His last day was March 10th. The position was advertised and closed on March 16<sup>th</sup>. Applications are currently being reviewed and finalist interviews will be scheduled in the coming weeks. John Dilgarde, who has assisted with Museum exhibits before, will be taking on the position until a new preparator is hired.

### **City Council Report**

There was no City Council Report given at this meeting as Councilor John Fogle was unable to attend.

### **Miscellaneous**

- Susan Ison shared the monthly document detailing the design projects created by Michelle Standiford, Graphic Designer, for both the Loveland Museum and Rialto Theater Center.

**NEXT CULTURAL SERVICES BOARD MEETING:** Tuesday, April 26, 2016 at 4:30 pm in the Loveland Museum upstairs Conference Room.

### **III. Adjournment**

The Cultural Services Board meeting was adjourned at 5:39pm.