

# CULTURAL SERVICES BOARD MINUTES

Tuesday, July 26, 2016

4:30 PM

## LOVELAND MUSEUM

503 N Lincoln Avenue, Loveland, CO 80537

### I. Call Meeting to Order

The July 26, 2016 meeting of the Cultural Services Board was called to order at 4:31pm by Juanita Cisneros in the upstairs Conference Room of the Loveland Museum.

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

**Staff Present:** Susan Ison, Cultural Services Director; Michelle Standiford, Cultural Services Graphic Designer; Jennifer Cousino, Curator of History; and Tegan Hollen, Office Support Specialist. Council Liaison John Fogle and Bryan Zellmer, Rialto Theater Center Manager were absent.

### Additions/Changes to the Agenda

Maureen Corey, Curator of Art, was unable to attend so her item, *A Collector's Vision*, has been tabled until a future meeting. Susan Ison added an SCFD and Cherry Pie Celebration item to the Museum Reports section, and a Broadway Bootcamp agenda item to the Rialto Report section.

### Additions or Corrections/Changes to the June 28, 2016 Minutes

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

### Approval of the June 28, 2016 Minutes

Suzanne Janssen motioned for the minutes to be approved. Teresa Mueller seconded the motion. The motion passed unanimously.

### Public Comments

There were no public comments.

## II. Agenda Items

### Board Reports

**CSB Accomplishments Update** – Kris Ortmann reviewed the activities that CSB members participated in during the June and July.

Kris Ortmann also recognized the YAC on their successful effort to ask City Council to ban the use of e-cigarettes in and around City buildings.

## Cultural Services Department Reports

**Museum Report** – Museum staff spoke about current and upcoming events and exhibits at the Loveland Museum as well as other news.

- *Visitor Activity Cards – Michelle Standiford:* Michelle is developing a new activity focused on engaging young Museum visitors, called the Youth Explorers program. This program will provide young visitors with a personalized map showing specific areas in the history exhibits. Visitors must complete an activity card for each area, earning a stamp or sticker for each one they finish and return to the front desk. Visitors can earn smaller prizes along the way and a larger prize when their map is completed. Michelle is also developing various Museum exhibit bingo cards for young visitors who do not want to participate in the Youth Explorers program or who do want a one-time activity option in addition to the Treasure Hunt activity currently offered. Michelle presented examples of the Youth Explorer program and bingo cards to board members, explaining that she hopes the expanded activities increase visitation and learning in the Museum.
- *Collection Move – Jennifer Cousino:* Jennifer provided an update about the Collection move, which began in mid-July. Only larger collection items were moved during this time to free up room for palletizing and packing the rest of the items moving to the off-site building. The next phase of the move is scheduled for mid-September and Jennifer is aiming for the entire move to be done by October. Board members were invited to assist with the move if they are available. Susan Ison spoke about the Museum working with the Loveland Public Library on preserving the Loveland Reporter Herald newspaper archive. If accepted, much of the archive will remain at the Museum with some small compact storage items and rolled textiles, while the other collection items move off-site. The Museum is awaiting a decision about whether or not it will receive funding for new shelves to store the archive, after which a contract for this partnership will be completed. The Library will assist with storage of some of the archive, mostly the records on micro-film, and will also assist with digitizing the collection in the future. Jennifer asked board members for their opinion regarding past exhibit props that are currently being stored in the collection area, for example, a number of large windows previously used in the Fireside Gallery exhibits. As they are not officially part of the collection, board members suggested that the props be presented to the Accession Committee, and any that are not added to the collection officially or determined to be worth keeping be removed.
- *SCFD:* Susan Ison reported that the Larimer SCFD petition campaign committee and volunteers submitted 335 completed petitions to the County Clerk office on Wednesday, July 20. All petitions were accepted as valid and now the office will determine how many signatures are valid from those petitions, with a deadline of August 19. 7,252 valid signatures are needed for the SCFD item to be added to the November ballot.
- *Cherry Pie Celebration:* Susan Ison provided a review of the recent Cherry Pie Celebration. The event brought in \$4,500 from the sale of pie, ice cream, and beverages. There were 13 pies entered in the Adult category and 3 pies entered for the Youth category of the cherry pie contest. The Museum did receive feedback about Sertoma's Loveland Loves BBQ, Bands, & Brews event, which was scheduled during the same weekend as the Cherry Pie Celebration this year and caused some problems with parking and lower attendance numbers for Cherry Pie.

**Rialto Theater Center Report** – Susan Ison spoke about current and upcoming performances and events at the Rialto Theater Center as well as other news.

- *Foote Lagoon Concert Series:* The Foote Lagoon summer concert series has begun and, aside from some technical issues with the new sound system, it has gone well. Attendees have expressed their appreciation for the expanded performances and stages. A new effort to provide a Foote Lagoon sticker for each \$1 donation given in support of the concerts has also been well received.
- *Rialto Cinema Program:* The Rialto cinema program is closing out the summer with films in the Date Night and Anime series. Attendance has continued to fluctuate depending on the film; this will be considered when scheduling and choosing films in the future.
- *Broadway Bootcamp:* The Broadway Bootcamp begins on Monday, August 1 and currently has 62 participants, including scholarship recipients.

### **City Council Report**

There was no report given at this meeting as Councilor John Fogle was unable to attend.

### **Miscellaneous**

- There were no miscellaneous items discussed at this meeting.

**NEXT CULTURAL SERVICES BOARD MEETING:** Tuesday, August 23 at 4:30 pm in the Loveland Museum upstairs Conference Room.

### **III. Adjournment**

The Cultural Services Board meeting was adjourned at 5:16pm.

Respectfully Submitted,



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Juanita P. Cisneros, Cultural Services Board Chair