

CULTURAL SERVICES BOARD
MEETING MINUTES
Tuesday, January 30, 2018
4:30 PM

LOVELAND MUSEUM
503 N Lincoln Avenue, Loveland, CO 80537

I. Call Meeting to Order

The January 30, 2018 meeting of the Cultural Services Board was called to order at 4:31pm by Jan DesJardin, Board Chair, in the upstairs Conference Room of the Loveland Museum.

Board Members Present: Juanita Cisneros, Dr. Dierdre Cook, Jan DesJardin, Heather Fortin Rubald, Kris Ortmann, and Libby Skowron.

Staff Present: Susan Ison, Cultural Services Director; Steve Lemmon, Rialto Theater Center Manager; and Tegan Hollen, Office Support Specialist. Council Liaison John Fogle was absent.

Guests Present: Michelle Vendegna, Loveland Reporter-Herald Reporter

Additions or Changes to the Agenda

There were no additions or changes to the agenda.

Additions or Changes to the November 28, 2017 Minutes

There were no additions or changes to the minutes.

Approval of the November 28, 2017 Minutes

Juanita Cisneros motioned to approve the minutes. Kris Ortmann seconded the motion. The motion passed unanimously.

Public Comments

There were no public comments.

II. Agenda Items

Board Reports

Board Officer Election – The officer election was tabled until the February meeting in order to allow the new board member to be approved and present.

2018 Board Goals – Kris Ortmann led a discussion of the 2017 Cultural Services Board Goals and asked for feedback regarding revising these goals for 2018. Kris will update the goals to include input from the discussion and provide a draft to the Board to review before and approve at the February meeting.

CSB Accomplishments Update – Kris Ortmann reviewed the activities that CSB members participated in since the last meeting.

Cultural Services Department Reports

CSB Interviews – One applicant was interviewed for the current vacancy and one more will be interviewed. Once chosen, the new member will be considered for approval at the February 20, 2018 City Council meeting.

Boards and Commissions Event – The Annual City of Loveland Boards and Commissions Event will take place on Thursday, March 8, 2018 from 5:30 – 7:30pm. This year’s event will have a Word Café format, where each board and commission will interact with participants through sharing and gathering information at an assigned table. Jennifer Cousino presented an idea for gathering feedback for the Cultural Services Board and Department at the event, which the Board supported. Jennifer will act as the table host and facilitate the activity at the event. The Board representative(s) in attendance will also participate in the activity.

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

- *Collection Report: Ashley Yager* – Ashley Yager spoke about the progress made organizing the collection at the off-site storage building, including:
 - The Loveland Reporter-Herald archive being set up in its own room.
 - Bringing on a new intern who will help with further organization of the collection and new volunteers who will assist with a wardrobe project.
 - Moving to plastic pallets (from wood) for storing items off the ground in order to help with pest management.

Jennifer Cousino explained that opening the off-site storage building for public access has been pushed back from the original goal of this month, but believes that visitors can start accessing the collection by appointment soon.

- *Museum Expansion* – Susan Ison explained that the concept booklet for the expansion project is going through one more round of edits to incorporate feedback from Museum staff and the City Manager. It will be presented to the board once completed. Susan also spoke about a recent meeting for the ballot initiative being developed for various City capital projects, which included a presentation detailing the specific projects that will comprise the initiative.

Rialto Theater Center Report – Steve Lemmon spoke about current and upcoming performances and events at the Rialto Theater Center as well as other news:

- *Recent & Upcoming Performance Review* – The recent Michael Martin Murphey performance was well attended with a nearly sold out theater. The upcoming Paul Reiser performance is selling well as is the *Chocolat* fundraising event for Backstage Rialto (76 tickets have been sold to-date). Planning for the Summer Concert Series is underway and Steve has been meeting with Kaiser Permanente about continuing their sponsorship of the series.
- *Technical Improvements* – Steve Lemmon and Dave Brull, Rialto Technical Coordinator, have been strategizing how to best update the sound equipment, and potentially add some seating, at the Rialto. There are also plans to replace the grand drape on the stage and updated colors are being considered.

2019 Budget – Discussions have begun with City staff about the budget process for 2019, which is occurring earlier than in past years. Susan Ison asked board members for feedback regarding potential programming ideas that could be proposed as decision packages for the upcoming budget.

Betty Woodman Print – Bud Shark from Shark’s Ink donated a Betty Woodman print to the Museum and City in honor of the artist, who passed away earlier this month.

Pulliam Update – Susan Ison explained that a RFP went out for basic improvements and maintenance to the Pulliam Building and only one bid was submitted that was significantly higher than originally planned. Progress on renovating the building has slowed while the project is being reviewed to determine how to move forward with the work needed.

Live Loveland – The Live Loveland campaign, focused on encouraging Loveland residents to highlight the unique amenities of their community on social media, kicked off at the Rialto Theater on January 17, 2018. Different locations around Loveland will feature photograph opportunities for the campaign that can be uploaded to their website. Board members briefly discussed the photography policy for events at the Museum in relation to taking photographs for Live Loveland and if any waivers would need to be offered.

City Council Report

There was no City Council report given during this meeting.

Miscellaneous

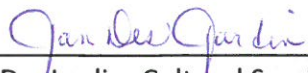
- *Stained Glass* – Juanita Cisneros mentioned a friend who has stained glass supplies they would like to offer to an artist and asked board members to mention the opportunity to anyone interested.
- *Colorado Creative Industries Grant* – Susan Ison made a note about the Museum being unable to apply for the next round of CCI Grants as it was chosen for a grant in the previous round. The Museum will be able to apply in the future.
- *Loveland Public Library* – The current location for sorting books for the annual Friends of the Library sale will no longer be available so the group is looking for a new space. Susan Ison asked board members to pass along ideas for a new location if they knew of any potential areas.

NEXT CULTURAL SERVICES BOARD MEETING: Tuesday, February 27, 2018 at 4:30 pm in the Loveland Museum upstairs Conference Room.

III. Adjournment

The Cultural Services Board meeting adjourned at 5:51pm.

Respectfully Submitted,



Jan DesJardin, Cultural Services Board Chair

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