

**CULTURAL SERVICES BOARD**  
**MEETING MINUTES**  
**Wednesday, August 1<sup>st</sup>, 2018**  
**4:30 PM**

**LOVELAND MUSEUM**  
**503 N Lincoln Avenue, Loveland, CO 80537**

**I. Call Meeting to Order**

The August 1<sup>st</sup> meeting of the Cultural Services Board was called to order at 4:30pm by Heather Fortin Rubald in the upstairs conference room of the Loveland Museum.

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

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

**Guests Present:** There were no guests present at the meeting.

**Additions or Changes to the Agenda**

There were no additions or changes to the agenda.

**Additions or Changes to the June 26<sup>th</sup> Minutes**

There were no additions or changes to the minutes.

**Approval of the June 26<sup>th</sup> Minutes**

Jan DesJardin motioned to approve the minutes. Juanita Cisneros seconded the motion. The motion passed unanimously.

**Public Comments**

There were no public comments.

**II. Agenda Items**

**Board Reports**

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

**Summer Concert VIP Seating** – Kris asked Steve what feedback he had received, if any, about the reserved VIP seating at the summer concerts. Steve explained that some attendees were initially unhappy with the reserved seating not being completely filled by the start of the performance, which he addressed at later concerts by releasing these seats to the general public if space allowed. Steve asked the Board for their feedback and they provided ideas about more clearly labeling the seating and doing additional marketing to drive season ticket package sales for next year's concerts.

## Cultural Services Department Reports

**Joint Meeting with Visual Arts Commission and Backstage Rialto** – Susan would like to hold a joint meeting with the Visual Arts Commission (VAC), Cultural Services Board, and Backstage Rialto (BR) to discuss and align their focus and goals. Steve led a discussion of dates and times for this meeting, and the Board proposed Wednesday, September 12<sup>th</sup> at 5:30pm. This date will be shared with the VAC and BR to confirm that it also works with their schedules.

**Budget – Decision Packages** – Steve shared the Rialto decision packages that were accepted for consideration in the 2019 budget, which will provide additional funding for artist fees and the cinema series and allow the hiring of additional staff to assist with the Rez.Church rental. A decision package for the Museum was also accepted that will provide funding for additional art classes. A decision package for new furniture for the Museum, which includes new outdoor tables and a new chair and table set for the Main Gallery, was not accepted, but Facilities Management was able to find funding for the request this year.

**Museum Report** – Staff and board members spoke about past and upcoming events and exhibits at the Loveland Museum as well as other news:

- *Cherry Pie Celebration* – The Board discussed the feedback received about the filling of the pies sold at the event this year. The suggestion was made for the Museum to research a different vendor for the event in 2019. The Board also reviewed other aspects of the event, including the Art of the Tart pie contest that had 23 total entries, and the performance by Danielle Ate the Sandwich that included students from the ukulele classes she taught at the Museum. Kris mentioned that some of the students told her they have continued to meet and play music together following their performance.

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

- *Summer Concert Series* – With an average of 2,000 attendees at each show, the total attendance for this year's summer concerts was 12,000 overall. The truss installed on the Foote Lagoon stage was well received by performers and attendees, as was the seating reserved for ADA accessibility. As previously discussed, the reserved VIP seating initially received some mixed responses, but was appreciated at the later concerts and will most likely be included again next year after some suggested adjustments are made. The additional bleacher seating was not as popular or well used so it may be discontinued. The food truck vendors who participated in the concerts were pleased with the experience and many asked to be invited back next year.
- *Kids' Summer Movie Club* – More than 700 kids participated in the movie club, which awarded prizes for attendance at the free children's films in the Summer Cinema Series. Additionally, concession sales from all of these films generated more \$3,600 in revenue.
- *Season Ticket Packages* – 34 season ticket packages have been sold so far, which Steve is pleased with as his goal is to sell 50 by the end of the year. Most of the packages sold have been the 'Pick 6' option.
- *Rental Policy* – Heather briefly reviewed the rental policy resources she shared at June's meeting and sent via email to other board members. Additional resources are being compiled for the Board by Kimber Kreutzer, Executive Assistant, and will be shared to assist with future policy discussions.
- *Henry's Pub & Rialto Wall* – Kris asked if there was new information about the cleaning of the grease on the Rialto building by Henry's Pub. Steve offered that he has not heard from the restaurant owner recently and he will check-in for a status update.



## City Council Report

Councilor John Fogle offered an update about specific items being considered by City Council as well as City Council news:

- *City Budget* – The revenue generated from sales tax collection is projected to be lower than expected so the City will make adjustments to the budget.
- *The Foundry* – The first residents of the Patina Flats apartments at *The Foundry* have begun moving in, and more tenants will continue to arrive in the coming weeks. Both apartment buildings are 40 – 45% leased thus far. Art features including *Shimmering Hues to Solar Muse* by James Dinh and Michael Stutz, the Art in Public Places selection for the parking garage, will be installed soon. Construction of the hotel is underway. Construction of the movie theater has also started and the building is expected to be open in March or April of 2019. Additional money was approved by City Council for *The Foundry* in order to pay for a police station at the site. Councilor Fogle suggested exploring marketing options and partnering with the movie theater on joint promotion efforts to draw traffic from *The Foundry* retail shops up to 4<sup>th</sup> and 5<sup>th</sup> Street.

## Miscellaneous

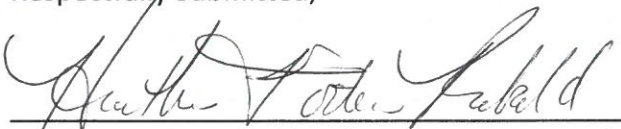
- There were no miscellaneous items discussed at the meeting.

**NEXT CULTURAL SERVICES BOARD MEETING:** Wednesday, September 5<sup>th</sup> at 4:30 pm in the Loveland Museum upstairs Conference Room.

## III. Adjournment

The Cultural Services Board meeting adjourned at 5:29pm.

Respectfully Submitted,



Heather Fortin Rubald, Cultural Services Board Chair

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