

**CULTURAL SERVICES BOARD**  
**MEETING MINUTES**  
**Wednesday, October 2, 2019**  
**5:00 PM**

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

**I. Call Meeting to Order**

The October 2, 2019 meeting of the Cultural Services Board was called to order at 5:05pm by Libby Skowron, Chair, in the upstairs Conference Room of the Loveland Museum.

**Board Members Present:** Geraldine Amat, Kris Ortmann, Libby Skowron, and Cornelia Winters. Juanita Cisneros, Dr. Dierdre Cook, and Christopher Rae were absent.

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

**Guests Present:** Bruce Croissant, Invest in Loveland

**Additions or Changes to the Agenda**

There were no additions or changes to the agenda.

**Additions or Changes to the September 4, 2019 Minutes**

There were no additions or changes to the minutes.

**Approval of the September 4, 2019 Minutes**

Cornelia motioned to approve the minutes. Kris seconded the motion. The motion passed unanimously.

**Public Comments**

Bruce introduced himself to the Board and spoke about Invest in Loveland, the group supporting the two tax increases being considered on the ballot this year for the Community Improvement Program projects. Bruce explained the ways that board members could get involved in the group's efforts, including donation opportunities and distributing marketing materials.

**II. Agenda Items**

**Board Reports**

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

**Cultural Master Plan** – In response to a request for agenda items prior to the meeting, Juanita asked for an update about the status of the Cultural Services Master Plan being completed by Jill Stilwell with Stilwell Cultural Consulting. Susan explained that she is currently reviewing the most recent draft of the document and hopes to have it finalized by the end of the year.

## **Cultural Services Department Reports**

**Creative District** – Suzanne Janssen, Public Art Manager, completed the application for Loveland’s Creative District and submitted it the last week of September. She will meet with Sean Hawkins with the Loveland Downtown Partnership/Downtown Development Authority (LDP/DDA) to determine their role in coordinating the District if approved.

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

- *Liquor License* – The Rialto’s liquor license application was approved the last week of September and the theater began serving beer, wine, and spirits at the Pablo Cruise show on the 28<sup>th</sup>. Steve requested the Board’s advice about where to have the bar located. After discussing the question, the Board suggested that planning to serve both in the lobby and upstairs near the Phyllis Walbye Conference Room would be more beneficial.
- *100 Year Celebration* – Steve is working with DaVinci Sign Systems to create the replica of the neon Rialto sign that will be hung on the back of the theater building for the 100 year celebration. He explained that the lighting type as well as it being outdoors will impact the price of the sign. He also provided two design options to the Board and asked for their feedback.
- *Backstage Rialto* – Kris asked Steve if a member of Backstage Rialto could attend a Cultural Services Board meeting to speak about the board and their projects. Steve agreed to arrange a visit.

**Museum Expansion** – Susan will be receiving an updated rendering of the museum expansion from the project architect Olson Kundig by the end of the week. This new design will show the incorporation of the “Beet” building and includes some changes to the overall expansion layout and building materials. Susan plans to distribute marketing materials showing the new image around the same time ballots are mailed.

**Cast in Loveland Project** – Libby provided an update about the project to the Board. She and Heather continue to work on gathering contact information from and interviewing sculptors who have cast their work in Loveland.

**New Board Member** – Heather Fortin Rubald resigned from the Board in September because she was hired as the new Assistant Theater Coordinator at the Rialto. Christopher was approved to take Heather’s position by City Council at their October 1, 2019 meeting.

**Halloween Event** – Susan explained the Museum’s decision to cancel the Halloween Family Fun Festival. She shared some feedback from Juanita about past Halloween events and discussed the response to the cancellation, noting that it will be discussed by the Museum to determine if the event will be offered in the future.

## City Council Report

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

- *Budget* – Council is currently working through the proposed budget for 2020.

## Miscellaneous

- *Elevator and Loading Dock Doors* – Susan noted that the historic photo wraps have been applied to the elevator doors at The Foundry as well as the loading dock doors on the back of the Museum building.
- *Coasters* – Coasters advertising the *Papel Chicano Dos* exhibit and Dia de los Muertos activities in Loveland were distributed to the Board.
- *Upcoming Meetings* – Tegan asked if the Board would like to combine the November and December meetings as they had done in the past. Because the meetings now take place earlier in the month, the Board decided to keep them separate but cancel the December meeting to have a gathering with Backstage Rialto based on Kris' request to Steve. The January 2020 meeting was moved from the 1<sup>st</sup> to the 8<sup>th</sup> because of the New Year's Day holiday.

**NEXT CULTURAL SERVICES BOARD MEETING:** Wednesday, November 6 at 5:00pm in the Loveland Museum upstairs conference room.

## III. Adjournment

The Cultural Services Board meeting adjourned at 6:00pm.

**/S/ Libby Skowron, Cultural Services Board Chair**

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