

**OHIO ARTS COUNCIL
BOARD MEETING
SEPTEMBER 27, 2007**

CALL TO ORDER

The meeting was called to order by Chair Susan Saxbe at 12:45 p.m. in the Gund Conference Room at the Ohio Arts Council (OAC), Columbus. Council members in attendance were: Sheila Markley Black, Martha Appel Burton, Barbara Gould, Sharon Howard, Charlotte Kessler, Martha MacDonell, Jeff Rich, Barbara Robinson, Lois Rosenthal, Tom Schorgl, Ginger Warner, Representative Tyrone Yates and Senator Kevin Coughlin. Absent: Mary Wolfe, Neal Zimmers, Representative Josh Mandel and Senator Capri Cafaro. Also present were: Donna Collins, executive director, Ohio Citizens for the Arts (OCA); Bill Blair, legislative counsel, OCA; and David Fraher, executive director, Arts Midwest. Staff members in attendance were: Julie Henahan, Mary Campbell-Zopf, Karine Aswad, Kathy Cain, Kevin Cary, Stephanie Dawson, Susan dePasquale, Katherine Eckstrand, Ken Emerick, Irene Finck, Jami Goldstein, Pat Henahan, Jeff Hooper, Dan Katona, Carolyn McClaskey, Jaclyn Reynolds, Kathy Signorino and Kim Turner.

CHAIR'S REPORT

Chair Susan Saxbe welcomed everyone to the OAC fall Council meeting and expressed her excitement about being the new chair of the OAC Board. She began with a small introduction of herself and new Board members Lois Rosenthal and Tom Schorgl. Ms. Saxbe also welcomed Ginger Warner back to complete Joe Hale's term. Ms. Saxbe explained that as an independent arts consultant she has worked on several projects with the OAC and has had the good fortune of traveling with OAC Board members and staff. Ms. Saxbe also co-chaired the OAC Agency Review for Governor Strickland's transition team. The report was extremely positive about the staff and all the OAC programs. Ms. Saxbe stated that both the positive agency review and the increase in the budget reflect on all of the Board members and the OAC staff.

Ms. Saxbe reminded the Board that the OAC meetings are open to the public and that the press is often in attendance. Additionally, we audio tape all meetings and the public can request a copy of a tape if they so desire. The governor, through Executive Order 2007-01S Establishing New Ethics addresses "Increasing Access to Government Decisions." In the Executive Order the governor states that "All Cabinet directors are directed to find ways to increase access to public meetings held at their agencies including finding ways to present them on the Internet live and recorded." The Board will discuss the ramifications of this Executive Order later during the meeting. Executive Director Julie Henahan interjected that the agency is testing a new digital way of recording the Board meetings. Digital recordings last longer than tapes, are easier to post online and are easily copied onto a CD for the public.

Ms. Saxbe stated that the main order of business today is to review and approve panel appointments for the upcoming grant panels: Artist in Residence, Artists and Communities, Arts Access, Arts Innovation, Arts Partnership, Individual Excellence Choreography, Individual Excellence Crafts, Individual Excellence Criticism, Individual Excellence Design, Individual Excellence Fiction/Non-Fiction, Individual Excellence Interdisciplinary, Individual Excellence Media Arts, Individual Excellence Music Composition, Individual Excellence Photography, Individual Excellence Playwriting, Individual Excellence Poetry, Individual Excellence Visual Arts 2D and 3D, and Traditional Arts Apprenticeship panels. The Board will also hear reports from the committees that met in the morning, as well as updates from David Fraher, executive director, Arts Midwest, and Donna Collins, executive director, and Bill Blair, legislative counsel, Ohio Citizens for the Arts. She added that staff will report on personnel changes and program activities, and the Board will ratify grants that have been awarded since the June 20, 2007 Council meeting.

DIRECTOR'S REPORT

Alliance of Artists Communities Creative Leadership Award

Ms. Henahan stated that the board of The Alliance of Artists Communities voted unanimously to recognize the OAC with a Creative Leadership Award in honor of its long-standing support of individual artists and artist residencies both in Ohio and elsewhere. (Board member Mary Wolfe was presented with the Creative Leadership Award in honor of her generosity to the arts in Ohio in 2005.) The award ceremony will be held on Saturday, November 10 in Silver Spring, Maryland. Chair Saxbe and Ms. Henahan will be traveling to Silver Spring to accept the award on behalf of the agency and Board. Ms. Henahan added that this is a great honor because in the early 90s, when there was turbulence in the arts world, many arts agencies and the NEA eliminated most, if not all, of their support for individual artists. The OAC did not and now has a very successful program and a variety of opportunities for artists. This is a well-deserved award and Ohio is seen around the country as one of the strongest supporters of individual artists. Ms. Henahan recognized the Office of Individual Creativity's staff and its Director Ken Emerick for their hard work.

National Endowment for the Arts (NEA) Partnership Grant Update and Folk and Traditional Arts Infrastructure Application

Ms. Henahan reported that Mary Campbell-Zopf, Irene Finck, Kathy Signorino and Jeff Hooper have been working hard on the NEA Folk and Traditional Arts Infrastructure application and preparing an update on our NEA Partnership grant both of which are due on October 5. This is the last year in a three-year cycle in which we only need to prepare an update about our NEA Partnership agreement grant.

Executive Director's Visits around the State and the Country

Ms. Henahan reviewed her travel schedule with the Board through December.

October – Arts and Humanities Month

The Public Information Office (PIO) has put together a number of resources to help promote National Arts and Humanities Month throughout the state including a letter to the editor customized for each Board member to send to his/her local newspapers if they so choose. The letter will be sent to the members electronically for review and to make necessary changes.

The agency will also be e-mailing grantees suggestions on how to celebrate National Arts and Humanities Month. All activities will be posted on ArtsinOhio.com.

OAC Staff Retreat

Ms. Henahan informed the members that the OAC will be holding a staff retreat on October 30 in the Vern Riffe Center for Government and the Arts downtown. The agenda will address being an effective team member and collaborator and will include team building exercises. The staff will review some agency-wide efforts that are beginning to gather momentum.

National Assembly of State Arts Agencies (NASAA) Assembly 2007

The NASAA conference will be held in Baltimore, Maryland on December 6-8, 2007. Ms. Henahan stated that there will be representatives from state arts agencies and that Board members and chairs are strongly encouraged to attend. The conference will focus on the role of the arts in a democracy, highlight the contributions that the public sector makes to the American cultural life, celebrate the 40th anniversaries of the Maryland State Arts Council, NASAA and other state arts agencies and set the stage for the next 40 years.

APPROVAL OF MINUTES

MOTION by Martie MacDonell, seconded by Martha Burton, to accept the minutes of the Council Board meeting held on June 20, 2007 as amended. **Motion carried without dissent.**

June 20, 2007, meeting minutes were amended as follows:

- Board member Jeff Rich noted that his name was not included under the members' present listing, page 1, of the June meeting minutes.

- Board member Martie MacDonell made a correction to a motion on page 11 of the meeting minutes: MOTION by Martha Appel Burton, seconded by Sheila Markley Black, to approve the ~~Legislative~~ **AWARDS** Committee report. Motion carried without dissent.

MOTION by Charlotte Kessler, seconded by Ginger Warner, to accept the minutes of the Policy and Planning Committee meeting held on June 20, 2007. **Motion carried without dissent.**

MOTION by Martie MacDonell, seconded by Sharon Howard, to accept the minutes of the Legislative Committee meeting held on June 20, 2007. **Motion carried without dissent.**

MOTION by Martha Burton, seconded by Sharon Howard, to accept the minutes of the Executive Committee meeting held on June 20, 2007. **Motion carried without dissent.**

MOTION by Martha Burton, seconded by Sheila Markley Black, to accept the minutes of the Awards Committee meeting held on June 20, 2007. **Motion carried without dissent.**

COMMITTEE REPORTS

Panel Selection Committee

Mr. Rich informed the members that the Policy and Planning Committee considered all the recommended panelists and alternate panelists for the programs as presented in the Council Book.

MOTION by Martie MacDonell, seconded by Martha Burton, to approve the Panel Selection Committee report. **Motion carried without dissent.**

Policy and Planning Committee

Board member Barbara Robinson reported that the agency is to begin work on the State of the Arts Report (SOAR) II. SOAR I has been a national model and of great importance to the field. An internal committee has been assembled to review previous research materials and process and to design and implement a new study.

As stated in a previous meeting, the auditor's office stated that it would be beneficial for the agency to make site visits to the organizations awarded more than \$20,000 in federal funds. During the March 2007 meeting, Council members thought that this was a great idea and suggested that perhaps they could assist with the site visits on their own or with a staff member. In the Council Book is a list of organizations that received \$20,000 or more in federal funds (FY07): The Butler Institute of Art and the Taft Museum of Art (activities have ended). There are two organizations for FY08, The Columbus Museum of Art and the Cleveland Museum of Art.

The following dates were presented to the full Council and will be sent to them via e-mail to vote on to determine the winter/spring Council meeting:

Tuesday, February 26, 2008
Thursday, February 28, 2008
Tuesday, March 4, 2008
Monday, March 17, 2008

MOTION by Jeff Rich, seconded by Ginger Warner, to approve the Policy and Planning Committee report. **Motion carried without dissent.**

Executive Committee

Deputy Director Mary Campbell-Zopf reported on the proceedings of the Executive Committee. During the meeting, Ms. Henahan reviewed the agency budget highlighting the state and federal funds that are allocated to grant programs, the priority agency work from the October through February, letters from constituents and the need to have a Nominating Committee meeting at the Council meeting in the winter. The committee also recommended Tom Schorgl and Jeff Rich to fill vacancies on the Executive Committee. Jeff Rich was selected to become the next OAC Board Secretary.

MOTION by Martha Burton, seconded by Charlotte Kessler, to accept the Executive Committee report. **Motion passed without dissent.**

RATIFICATIONS

MOTION by Tom Schorgl, seconded by Barbara Robinson, to ratify grants awarded in Special Organizations, Artists with Disabilities, Capacity Building, International Partnership and Special Individuals. **Motion carried without dissent.**

Mr. Rich asked how grants were processed before they were ratified by the Council. Ms. Campbell-Zopf explained that several grant categories have rolling deadlines and those grants are reviewed by appropriate program, grant and administrative staff. These in-house teams assess the applications based on program criteria and make recommendations on funding amounts. This process is followed for all in-house grants, except those that cover annual dues for organizations including the National Assembly of State Arts Agencies (NASAA) and Arts Midwest. Organizations must complete their activities and submit a satisfactory final report before payment is made. Ms. Henahan reiterated that ratifications are made only on those programs that have rolling deadlines or a mid-year deadline such as Arts Access. Our grant guidelines specify that the applying organizations must submit their request six to eight weeks prior to the commencement of their activities. The grant ratification process was authorized by the OAC Board in the mid-1970s to ensure the timely management and funding of programs that were under the category of Arts for Communities. This policy was put in place with the understanding that ratifications would be presented to the Board at its next meeting.

Mr. Rich then inquired about the resolution that allowed staff to approve grants that would later be ratified by the Board. He also wondered if the dollar amount awarded in this manner had been growing. Ms. Henahan stated that the staff would research the Board action that led to this practice and bring a report to the next Council meeting.

OHIO HERITAGE FELLOWSHIP RECOMMENDATIONS

MOTION by Ginger Warner, seconded by Jeff Rich, to approve the Ohio Heritage Fellowship recommendations. **Motion carried without dissent.**

ARTS MIDWEST REPORT

Arts Midwest Executive Director David Fraher explained that Arts Midwest is one of six regional non-profit arts organizations in the United States. It is based in Minneapolis and works directly with state arts agencies (IL, IN, IA, MI, MN, ND, OH, SD, WI) and is funded through a variety of sources including the NEA. Mr. Fraher distributed an organizational report that details major programs including *Arts Midwest World Fest*, *The Performing Arts Fund*, *The Arts Midwest Conference*, *The Somali Documentary Project*, *The Big Read*, *Shakespeare in American Communities*, *NEA Jazz Masters on Tour* and a wide range of international activities. The report also includes an accounting of all Ohio programs and activities.

OHIO CITIZENS FOR THE ARTS (OCA) REPORT

Legislative Counsel Bill Blair welcomed the new Board members and chair and expressed his satisfaction with the outcome of the budget process and increase. He explained that the reason for the increase is due to the governor's and legislators' support and extensive teamwork between the OAC and OCA. He proceeded to explain the capital budget process and how it pertains to the state.

OCA Executive Director Donna Collins congratulated the Board members on their efforts to secure an increase in funding for the OAC. During the budget cycle the E-Advocacy Center was a popular page on the OCA Web site. Approximately 5,000 e-mails were sent to the governor, the House and the Senate. This volume of communication was an important part of the advocacy effort. The OAC's and OCA's united effort has paid off for Ohio's artists and arts organizations.

Ms. Collins congratulated Mr. Blair on his appointment to the board of the Foundation for Music Education, a component of the Ohio Music Education Association.

Ms. Collins informed the members that OCA is pulling together data from economic impact studies done in Columbus, Cincinnati and other areas of the state that demonstrate the impact the arts have on Ohio's economy. The goal is to have sufficient data to provide constituents to enhance their ability to talk about the value of the arts in their communities.

Ohio Alliance for Arts Education and OCA have been invited by WCET to participate in their arts education video "Speak Up for the Arts," that will be a part of an advocacy DVD. A segment of this DVD will be about how to visit your legislator and another will include sample letters, how to use the E-Advocacy Center, etc. The tools will be available by late 2007 or early 2008.

Ms. Collins informed the Board members that the planning for Arts Day is underway and going well. A new aspect of the event this year is a student visual art exhibition. The exhibition will be displayed during the month of April in the Education Center/Map room

at the Statehouse. OCA is, once again, selling table sponsorships for Arts Day at a sponsorship level of \$1,000.

STAFF PRESENTATIONS

New Personnel

In August 2007, Stephanie Dawson joined the OAC staff as the new legislative/Public Information Office assistant. Ms. Dawson will be assisting Ms. Henahan with legislative matters as well as assisting the Public Information Office with various office activities.

Meeting with the Department of Development

On August 6, Ms. Henahan and Jami Goldstein, interim director of the Public Information Office, met with Amir Eylon, the new director of the Travel and Tourism Division at the Department of Development. Mr. Eylon is aware of the important role arts and culture play in tourism and is interested in partnering with the OAC. Ms. Henahan stated that Mr. Eylon was receptive to the idea of possibly partnering on another Governor's Arts Familiarization Tour in 2009.

Logo Usage Research

Ms. Goldstein reported to the Board that based on the Council's recommendation at the June Board meeting, the OAC staff has undertaken a review of organizations' support materials for logo compliance in accordance with OAC Credit and Publicity Guidelines. The research is ongoing and expected to wrap up by early February 2008. Ms. Goldstein distributed statistics showing that out of 257 organizations reviewed; about 76% had one or more compliance issues, of varying degrees. The program coordinators made initial contact with these organizations informing them that they will be receiving a letter from PIO detailing the specific issues and asking for a response indicating how the organization will address these issues. Some organizations may not be aware of compliance issues. Board member Sharon Howard stated that after meeting with some organizations it was evident that many arts administrators did not know about the compliance issues. Since the marketing person within the organization gets the Credit and Publicity Guidelines, the arts administrators think they don't have a role in monitoring it. The mistakes are not intentional and they appreciate any information the Council members or staff provide.

Listening Tour Overview

Ms. Goldstein reviewed that the OAC 2006-2009 Strategic Plan called for a statewide *Listening Tour*. Over the last six months, a small internal working group has researched how other states have conducted such tours and what was learned in the process. This research is reflected in the report that is part of the Council Book as explained by Dan Katona, director of Organizational Services. Mr. Katona highlighted the tour's goals and major components: 1) *Listening Tours*, 2) *Creativity Conversations*, and 3) *Creativity Clicks*.

The list of recommended cities in which to hold the meetings was distributed to Council.

Final Report Follow-Up: Legislator Letters

Mr. Katona reported that approximately 34% of the Sustainability grant recipients, when asked through the final report whether they communicated with their legislators about the public value of their OAC-funded activities, reported that they had not done so. In response, the program coordinators contacted those organizations encouraging them to share their local stories with their state legislators. Since this initial contact, the OAC has seen a small percentage increase in contacted legislators. The Office of Organizational Services and Community Development (OSCD) staff is recommending a return to a past OAC practice, that required grant recipients to include a copy of their letters to legislators with their final report's support materials. Ms. Henahan explained that this requirement was removed from the 2008-2009 *Guidelines* in order to reduce the number of support materials required by the agency as part of the final report but has, unfortunately, had the unintended consequence of grant recipients eliminating this step from their advocacy efforts. Council unanimously agreed that letters to legislators is very important and asking for copies of those letters with final report support materials needed to be reinstated.

MOTION by Martha Burton, seconded by Jeff Rich, to reinstate the letter to the legislative members as a part of the support materials from grantees in the Guidelines. **Motion carried without dissent.**

This *Guidelines* change will be effective immediately.

Executive Order Review

Ms. Campbell-Zopf reviewed Governor Strickland's Executive Order 2007-01S referring to what state employees can or cannot accept from constituents, vendors, friends, etc. She stated that the Executive Order (EO) is more stringent than Ohio's Ethics laws. Ms. Campbell-Zopf presented the Board with the list of various questions and answers that came from the Governor's office that interpret the EO. She highlighted sections of the document that are most important to our work (the list of categories of people from whom those affected by the Order may accept gifts; what process to go through if gifts are accepted; and how Boards and Commissions are affected by the EO).

Ms. Campbell-Zopf then reviewed Executive Order 2007—09S that detailed how state agencies are to handle food purchases. She distributed the policy the OAC had established in order to maintain compliance with the EO.

Mandatory Ethics Training

The Ohio Ethics Commission has announced a series of ethics education sessions as part of its ongoing educational efforts, which are specifically for state board and commission members. Ms. Henahan reviewed the upcoming dates stating that this is mandatory training for all Board members. Board and commission members are required to receive two hours of ethics training every two years.

BOARD AND STAFF COMMENTS

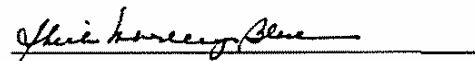
Board member Barbara Gould inquired about the conflict of interest form and how one determines if they have a conflict of interest. Ms. Henahan and Ms. Campbell-Zopf explained that if you are affiliated with an organization; whether you are an employee or Board member, or have a close family member who is affiliated with an organization that might benefit from a grant from the OAC, then one would have a conflict of interest. Staff will e-mail Board members a document explaining the conflict of interest forms and what it means to have a conflict of interest.

ADJOURNMENT

MOTION by Jeff Rich, seconded by Martie MacDonell, to adjourn the Ohio Arts Council Board meeting. **Motion passed without dissent.**

The meeting was adjourned at 3:20 p.m.


Susan Saxbe, Chair


Sheila Markley Black, Vice-Chair