

**CULTURAL COUNCIL of VOLUSIA COUNTY  
COMMUNITY CULTURAL GRANT WORKSHOP  
SPECIAL MEETING MINUTES**



**December 11, 2007**

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**MEMBERS:**

Bob Dahlen, Chair  
Katherine Smith-Williams, Vice Chair  
Bill Dreggors  
Steven Hardock  
Wendell Jarrard  
Tim Ludwig  
Donna Sue Sanders  
Jim Ward  
Sandra Wilson

**MEETING PLACE:**

Training Rooms  
TCK Admin. Center  
123 W. Indiana Avenue  
DeLand, FL

**STAFF:** Nancy Maddox, Mike Fincher

**Guests:** - Gary Libby, Jennifer Coolidge, Chanda Drummond, Ronald Pasternak, William Ward, Diane Cripps, Wayne Reiter, Wayne Atherholt, Theresa Brooks, Barbara Storz, Laurie Gomon Ring, Elysha Dunagan, Brad Strickland, Sylvia Sabatini, Julie Rand, Kelly Ferguson, Amelie Bush Rogers, Barbara Perrotti, Donald Covault, Chet Niemann, Ann Brady

**CALL TO ORDER/ROLL CALL** - Chair Dahlen called the meeting to order at 3:02 p.m. Roll was called. Ms. Sanders arrived after roll call. A quorum was declared.

**OPENING REMARKS BY CHAIR** – Chair Dahlen welcomed all guests and encouraged participation. He requested that the Council first discuss each issue and then he would invite the public to provide input on the issue being discussed. He asked that members of the public seek recognition from the Chair prior to speaking.

**COMMUNITY CULTURAL GRANT POLICY**

M. Fincher advised that the issues being presented for discussion were included as a result of comments from the Council members in previous meetings and during the Grant Review. Four major areas were included; Eligibility, Scoring, Three-Year Funding and Year End Accountability.

**Eligibility** – M. Fincher provided an overview of current eligibility policy.

There was some discussion regarding the requirement to provide certified financial documentation but the Council did not express any interest in modifying this requirement and there was no input on the subject from the public.

Member Smith-Williams raised the issue of funding of festivals. She was in favor of funding for festivals but felt that there should some other funding source rather than including them with

organizations that typically have year round programs and most often facility expense. Ms. Maddox explained that because the grant is set up as an operating support grant rather than a program support grant, eligibility is determined by mission rather than operating structure. Mr. Ludwig asked the festivals represented whether they had programs throughout the year and both IMAGES and DeLand Fall Festival advised that they do produce programs throughout the year as well. Gary Libby questioned whether the level of programming of these organizations should place them on an equal basis with organization's that have a facility and must maintain a daily schedule of operation. He agreed that festivals should be supported but felt that it would be more appropriate to fund them from "state of the arts" license plate revenue. Mr. Libby also expressed concern that prize money that is paid out by festivals essentially constitutes re-granting since those dollars are used to compute eligibility amount. Chair Dahlen suggested that perhaps a sub-committee needs to be formed to consider options for festival funding. Member Ludwig emphasized that any findings by a sub-committee must be brought back to the entire Council for approval prior to implementation.

**MOTION** by Member Jarrard, 2nd by Member Sanders. ***"To appointment a sub-committee to review the issue of funding of festivals and make recommendations back to the full Cultural Council no later than the regular meeting scheduled for July 25. Recommended changes, if approved by CCVC and County Council, to take effect in FY 2009-10 Grant Cycle"*** **Motion passed unanimously.**

Chair Dahlen asked Dr. Smith-Williams if she would Chair this sub-committee and asked for volunteers from the CCVC to serve on it with her. Members Sanders, Wilson and Jarrard offered to serve.

**Scoring** – Mr. Fincher presented an overview of the current grant score sheet with the current numerical weights and categories. One issue that was brought up by Mr. Ward at a previous meeting was the numerical value for each sub-category below one of the three major criteria. M. Fincher explained that there does not need to be exact values for each sub-category to arrive at the score for the criteria.

Mr. Ludwig pointed out that this sheet was a guideline to use at arriving at the total score. It was suggested that we remove the lines beside each category to eliminate the confusion about numerical values. Jennifer Coolidge suggested that the lines could be helpful to a new reviewer to arrive at a total. There was much discussion about the subjective nature of scoring. Mr. Libby pointed out that consistency was the most important element in scoring. Mr. Chet Niemann asked whether the score sheet could be made a part of the grant application. Staff agreed to provide this in future applications.

**Three Year Funding** – M. Fincher provided a history of the three year funding program and explained how it was set up to work. He explained that this year the commitment to provide level funding for those organizations that elected three year funding had to be suspended due to the fact that the County Council did not base their funding on a fixed amount per capita which is how the system was designed to operate. This year, because of general fund revenue reductions the grant pool was based upon last year's amount reduced by three percent.

Ms. Maddox advised that it was unsure if the grant would again receive per capita funding in the near future and therefore without the certainty of a fixed basis, the three year commitment was impractical and Staff's recommendation was to eliminate the program and go back to each organization submitting and defending their grant each year and having all organizations allocations based upon their scores from the grant review. Chair Dahlen asked if the board wished to make a motion in this regard.

**MOTION** by Member Ludwig, 2nd by Member Sanders. *“To eliminate the three year funding program beginning with the Grant cycle FY 2008-09 and require all applicant organizations to submit and defend applications annually.”* (MOTION & SECOND WITHDRAWN AFTER DISCUSSION)

There was a great deal of discussion with many of the organizations weighing in to request that the program not be eliminated. Many groups feel like there is a benefit to not having to submit an application annually even if funding is not locked in.

Member Jarrard brought up the fact that organizations that elect three year funding take a risk in reducing their eligibility amount if they experience a large increase in budget.

Mr. Ward asked how Council members know how organizations are performing in the second and third years of a three year program. Ms. Maddox explained that each organization must submit a year end financial summary with their funding request but that it is very minimal data and it is generally not distributed to CCVC members. Mr. Ward suggested that if we could obtain better accountability annually he would be in favor of organizations not having to submit a full grant every year.

After much debate it was finally determined that no change to the program needs to be made at this time other than to insure that all three year applicants are aware their grant score associated with their most recent application will be used as the basis for funding and iterated against the available grant pool along with all other applicants in the current year cycle. Also, additional End-of-Year Accountability information will be required of all organizations at the time they request their annual payment.

**Year End Accountability** – Based on discussions relative to Three Year Funding, it was the consensus of the Council that more accountability information needs to be provided that addresses how an organization has performed to their goals since receiving their last funding.

Staff was asked to add a new narrative portion to the End-of-Year Accountability Report that addresses an organization’s progress to goals and include it in the new grant package along with the Financial Summary currently provided.

## **PUBLIC PARTICIPATION**

On behalf of the VCCA and all the organizations, Jennifer Coolidge thanked Council and Staff for their support in this effort.

**ADJOURNMENT** - There being no further business, Chair Dahlen adjourned the meeting at 5:16 p.m.

Respectfully submitted- Mike Fincher, Cultural Coordinator and Recording Secretary