

**Minutes of the
LOUISIANA STATE ARTS COUNCIL
QUARTERLY MEETING
Baton Rouge, Louisiana
Monday, June 25, 2001
10:00 a.m.**

WELCOME/CALL TO ORDER

Dan Henderson, chair opened the quarterly meeting of the Louisiana State Arts Council (LSAC), which was held at the State Library of Louisiana, at 10:05 a.m. The following members were **present**:

Dan Henderson	Sally Perry
Sara Herrington	Christine Weeks
Mary Terrell Joseph	Laura Jeter Weems
Beth Kaplan	LeAnne Weill
Raelene Pell	

Council members **absent** from the meeting included:

Cynthia Ardoin (Proxy to Sara Herrington)	Carolyn McLellan
Beverly Covington	Cynthia Warner (Proxy to Dan Henderson)
Quincy Hilliard	Beverly Wilson (Proxy to Majority)
Kay Kellogg Katz	

Staff members of the Louisiana Division of the Arts in attendance were:

Pam Breaux	Dabne Liebke
Lisa Green	Nalini Raghavan
Heather Hussein	Ann Russo
Pearlie Johnson	Mickie Willis

Also present were: Teri Cober, Administrative Manager, Louisiana Partnership for the Arts (LPA); and Ann Price, Arts Editor for the Baton Rouge Advocate.

APPROVAL OF THE MINUTES

A motion to accept the minutes of the March 26, 2001, meeting was proposed by Ms. Herrington and seconded by Ms. Kaplan. The motion carried unanimously.

CHAIRMAN'S REPORT

A. 2001-02 Schedule of LSAC Meetings

On behalf of the LSAC, Mr. Henderson welcomed Ms. Breaux to her first LSAC meeting as the new Executive Director of the Louisiana Division of the Arts.

Mr. Henderson presented the proposed schedule of LSAC meetings for the new fiscal year, noting that dates were selected primarily to synchronize with the grants adjudication process.

The FY02 Schedule of Quarterly Meetings was presented as follows:

Monday, September 24, 2001

Monday, December 3, 2001

Monday, March 25, 2002

Monday, June 24, 2002

All meetings are scheduled to be held in Baton Rouge (location to be announced), except for the December meeting which will be held in Shreveport.

Also, as you all may be aware, Gerri Hobdy recently submitted her resignation as Assistant Secretary of the Office of Cultural Development (OCD). It was noted that the process in search of a new executive director for the Division was instrumental in finding a new Assistant Secretary for OCD. Lt. Governor Blanco will arrive a little later to announce the newly appointed Assistant Secretary, Laurel Wyckoff.

DIRECTOR'S REPORT

A. Endorsement of LDOA Strategic Plan 2003-2008

Ms. Breaux presented the LDOA *Strategic Plan 2003-2008*, which includes LDOA's goals and objectives for the next five fiscal years, as well as the strategies in place for achieving those objectives.

Ms. Kaplan moved to endorse the LDOA *Strategic Plan 2003-2008* as presented. Ms. Weeks seconded the motion. The motion carried unanimously.

B. FY02 Budget Update

It was with great pleasure that Ms. Breaux announced that with the help of Charlie Smith and the LPA during the Legislative Session, the Division would receive \$391,500. In addition to the mid-year cut (\$91,500) being placed back into the current budget, LDOA will also receive an additional \$300,000. These funds will be utilized for LDOA's Statewide and Decentralized Arts Funding programs, as well as launching the two remaining undeveloped Regional Folklife Programs in East Baton Rouge and Acadiana. Each of the three program areas will receive \$100,000.

C. Percent for Art Update

Information was disseminated detailing the Recommended Rules for Implementation of the *Percent for Art Program*. Ms. Breaux stated that the Louisiana Public Art Coalition (LPAC) and the LPA Executive Committee have both previously endorsed this plan.

Referencing the plan for implementation, the first page is derived from the original Act for the program. Ms. Breaux went on to explain the changes that were made on page two with regard to the makeup of the selection panels and the selection criteria and means of acquiring artwork. The Selection Panel will include: a local representative of the agencies managing/using/occupying the building; a member of the LSAC; the project architect or his/her representative; a representative of the Louisiana Office of Facility Planning and Control; a professional Louisiana artist; an artist living in the community; and a professional artist.

Artist eligibility will be determined on a project-by-project basis using Act 1280, which states "to provide a preference for works of art of Louisiana artists." Works shall be recommended for selection based on two principal criteria: artistic quality and appropriateness for the site. Technical issues such as maintenance, durability and safety will be evaluated by the selection panel.

LPAC has approximately 30-35 members, inclusive of local arts agency representatives, individual artists, and public art organization representatives. Regarding the administrative structure of the *Percent for Art Program*, on the bottom of page four, it states that LSAC representatives will advise OCD about policies and procedures necessary to ensure a vibrant, effective program. It was mentioned that Ms. Joseph is listed as the current LSAC representative for LPAC. It was noted that Ms. Herrington has attended several meetings and has been actively involved in this process. Most of the LPAC meetings are coordinated around the LSAC and LPA meetings. LSAC requested to be updated quarterly regarding the *Percent for Art Program*. It was recommended that LSAC have a member present at each of the LPAC meetings.

Perhaps a member in proximity to where the LPAC meeting will be held should attend. The next Public Art Coalition meeting will be held Wednesday, June 27th at Baton Rouge Gallery.

As you all are aware, a total of \$50,000 was identified within the current LDOA operating budget to administer the *Percent for Art Program*. A Request for Proposals was distributed last week for the program manager position. The deadline for applications is July 15th.

Emphasis was placed on the importance of an endorsement from the LSAC for the implementation plan. It was also mentioned that the arts are invaluable to our state.

Ms. Herrington moved to accept the Recommended Rules for Implementation of the *Percent for Art Program*. Ms. Perry seconded the motion. The motion carried unanimously.

REMARKS BY LIEUTENANT GOVERNOR KATHLEEN BABINEAUX BLANCO

Lt. Governor Blanco announced that Laurel Wyckoff, of Helena Montana, would join the Department of Culture, Recreation, and Tourism in mid-July as Assistant Secretary of the Office of Cultural Development. Ms. Blanco stated that Ms. Wyckoff brings certain chemistry with her that will complement Ms. Breaux and LDOA staff. It was mentioned that Ms. Hobdy will transition with her over the next several months.

Wyckoff is the immediate past director of programs for the Montana Arts Council, responsible for all grants programs to artists and arts organizations, technical assistance and arts education programs statewide. Prior to that, she served as executive director of the Suburban Music School in Media, Pennsylvania; arts education consultant with a variety of agencies in Montana, Pennsylvania, New Jersey, and Delaware; and artist in residence in public, private, parochial and Quaker schools in Pennsylvania, New Jersey, and Delaware.

Further, as a professional musician, Wyckoff has performed as a soloist, ensemble, and orchestral flutist in a variety of capacities throughout the United States, Europe, South America and Japan. Wyckoff holds a Bachelor of Arts from Philadelphia College of Performing Arts.

Ms. Blanco thanked those who served on the Executive Director Search Committee. She also expressed her gratitude for the work that the LSAC does.

D. Update of LDOA/OCD Staffing

Dabne Liebke was introduced as the new Community Development Director. Ms. Liebke joined LDOA back in April and she will be overseeing the Decentralized Arts Funding program, General Operating Support, Local Arts Agency and Literature programs for the Division.

Also, it was noted that Rena Hunter is no longer with the organization. Heather Hussein will be assisting the Director until a new executive assistant is hired.

E. Summer Workshop Schedule

LDOA will be conducting a series of workshops statewide to explain funding opportunities for individual artists in advance of the Sept. 1st application deadline. Individual artist programs include Fellowships, Mini-Grants, State Artist Roster and the Louisiana Crafts Marketing Program. A workshop will be held in each of the eight regions of the state. Workshop schedules were distributed to LSAC members.

NEW BUSINESS

A. Approval of FY02 Grant Recommendations and Artist Roster Additions

LDOA received a total of 172 applications for its Project Assistance (107), Arts-in-Education (55) and Folklife Apprenticeship (10) programs requesting \$2,207,536. The panels recommended funding for 89 applications; approximately \$625,000 in grant awards. Printed materials were available in the LSAC packets giving detailed information for each grant program including: comparison between the number of applications received this year and last year; the number of applications received and the number of grants awarded per discipline; percent funded to request, etc.

Ms. Perry noted that we supply information regarding the percent funded to request for each panel as a whole, but asked that we also consider adding the following information to future reports: for applicants funded, show the percent of request awarded per applicant.

With regard to the State Artist Roster Program, 22 artists applied for new memberships or to have their expiring memberships extended. Of these, 18 were recommended for membership or continuation on the Roster. A detailed report of the artist roster applications was available in the LSAC packet (discipline, status, score, etc.).

It was noted that grant applicants were able to call LDOA beginning June 4th to obtain information regarding their application(s). Applicants wishing to submit an appeal had two weeks to do so. The deadline for appeals was June 18th. The previous process for appeals was explained specifying that the director reviewed and made a recommendation, told the applicants what the recommendation was (either approved or denied), and then asked the LSAC to endorse the recommendation. Ms. Breaux opted to change this policy to have more involvement from the LSAC in this process. The new process was implemented for this round of appeals.

During this grants panel process, LDOA received a total of five appeals. It was noted that all LSAC members received all information regarding each appeal. A deadline was given for comments regarding the appeals. The information was compiled into one report for discussion at today's meeting. One appeal was recommended for consideration. The other four were recommended for denial due to the applicants' lack of providing information necessary for the panel to make an informed decision.

The one appeal under consideration was within the Design Projects category for a project in St. Tammany. The decision to award 100% for the "need and impact" criteria was questioned. It was explained that this seemed most appropriate because the appeal was due to comments made during the panel about the need for the project. It was noted that the applicant would receive a grant award of \$4,900 (approximately 70% of their request). It was also pointed out that not all of the funds available within the Design Projects category were allocated. The remaining balance will go towards an initiative to form a design team to provide technical assistance throughout the state for the design discipline.

Ms. Pell moved to endorse the recommendations made regarding the appeals. Ms. Herrington seconded. The motion carried unanimously. The new process for considering appeals was also endorsed unanimously by LSAC.

There was discussion regarding the wide gap between the cut off score for the Arts-in-Education Projects category and the other categories. It was explained that panels struggle with the decision to either fund excellence and award funds sufficient enough to implement the programs effectively, or to fund as many projects as possible to promote and endorse arts throughout the state. Their decisions are reflected in the cutoff scores. Does LDOA still use the computer generated funding? Yes. Can it be explained why two applicants received the same score, requested the same amount, but received different grant amounts? It was explained that the computer generated funding takes several factors into consideration: the amount available in the category; the amount requested; and the overall score (scoring is weighed differently for each criteria – budget, planning, design, need and impact, etc.). Also, there is a longer string of numbers that is rounded off to the nearest hundredth for the purpose of reporting an applications' rank, but the calculations are done with the extended number and this may contribute to the slight difference in grant amounts awarded.

Ms. Herrington moved to accept the recommendations for grant awards and to accept the additions to the Artist Roster. Ms. Weems seconded. The motion carried unanimously with the exception of Ms. Perry abstaining from the Multidiscipline Panel.

Ms. Perry noted that she attended one of the panel meetings and that a staff member of NOCCA attended two panel meetings. She shared the general notes and comments that were generated regarding the application and review process, as well as specific notes about the panel process. General comments for consideration include: allowing applicants to apply to the State as well as to DAF, but to only be funded in one; adding a special Project Assistance program for emerging arts organizations; making applications online available in Microsoft Word format; allowing for a budget narrative to be submitted with the application; and re-examining the "needy communities" criteria for project grants. Specific notes for consideration include: empowering LDOA staff to take a more aggressive approach in clearing up confusion during panel discussions; allowing a certain amount of time for applicants to respond to panel questions; and the possibility of standardized cutoff scores to alleviate apparent discrepancies within this process.

Ms. Breaux stated that these comments and recommendations will be taken into consideration and will be addressed at the upcoming Joint Committee on Grants meeting. JCOG is in the process of revising the *Guide to Arts Programs*. LSAC was encouraged to forward any other recommendations for changes to the grants process, panel process or the *Guide*.

OLD BUSINESS

There was no old business to discuss.

OTHER

On behalf of the LSAC, Mr. Henderson acknowledged LDOA for all of their efforts during the transition.

LSAC requested that a listing of the LDOA staff, including contact information and program areas, be provided to them.

The next LPA meeting will be held Sept. 6th in Baton Rouge at the Burden Research Center.

The next LSAC meeting will be held Sept. 24th in Baton Rouge (location to be announced).

ADJOURNMENT

There being no further business, a motion was made to adjourn. It was seconded and adopted. The meeting was adjourned at 12:00 p.m.