

**Minutes of the
LOUISIANA STATE ARTS COUNCIL
QUARTERLY MEETING
Baton Rouge, Louisiana
Monday, March 25, 2002
10:00 a.m.**

WELCOME/CALL TO ORDER

Dan Henderson, chairman, opened the quarterly meeting of the Louisiana State Arts Council (LSAC), which was held at State Capitol Annex in Baton Rouge, at 10:10 a.m. The following members were **present**:

Dan Henderson	Cynthia Warner
Quincy Hilliard	Christine Weeks
Mary Terrell Joseph	LeAnne Weill
Beth Kaplan	Laura Jeter Weems
Carolyn McLellan	Beverly Wilson
Sally Perry	

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

Cynthia Ardoin
Beverly Covington
Sara Herrington (proxy to Dan Henderson)
Kay Kellogg Katz (proxy to Dan Henderson)
Raelene Pell (proxy to Dan Henderson)

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

Pam Breaux	Maida Owens
Tamika Edwards	Ann Russo
Lisa Green	Selena Simon
Pearlie Johnson	Mickie Willis
Dabne Liebke	

Also in attendance were Laurel Wyckoff and Jack Warner, representing the Office of Cultural Development; and Amy Baskin, Joyce Fisher, Gail Lowe, Sharon Murphy, Sue Prudhomme, Joycelyn Reynolds, Genny Nadler Thomas, Tommy Usrey and Martha Yancey, all representing the Louisiana Partnership for the Arts.

APPROVAL OF THE MINUTES

A motion to accept the minutes of the December 3, 2001, meeting was proposed by Ms. Wilson and seconded by Ms. Warner. The motion carried unanimously.

CHAIRMAN'S REPORT

Ms. Breaux noted that Mr. Henderson was running a little late for the meeting. She also stated that Henderson recently accepted a nomination to the NASAA Board of Directors. NASAA is the National Assembly of State Art Agencies and it is our national parent organization. It has been quite some time since Louisiana has had a member serve on this board. Henderson's term will begin in the next couple of months. It is good news to have Louisiana represented at that level.

Ms. Breaux acknowledged all attendees in the audience, including representatives from the Louisiana Partnership for the Arts and Division of the Arts staff members. She explained that March is the time of the year that the Partnership makes a specific effort to bring arts issues to the table prior to Legislative Session. This year's Legislative Luncheon will be held Tuesday, March 26, 2002 at 11:30 a.m. at the Camelot Club.

Mr. Henderson arrived and was congratulated on his appointment to the NASAA Board. Henderson took a few minutes to share information with the Council. It was noted that NASAA is very interested in understanding what our needs, requests and desires are for a national organization like theirs. NASAA does not have set ways in terms of how they want to operate. Henderson was very impressed at NASAA's desire to want to be flexible and to understand what our needs are. It was stated that there are resources and a certain amount of funds that NASAA would like to employ to assist us. They are looking at research, best practices, how to liaison with other arts councils etc. This may be something that this group could take on in terms of the kind of thing that we would like to see them do here in Louisiana. Noted that NASAA would like to take on some projects of some significance and are currently looking for projects. NASAA can really make a difference.

It was noted that the next Southern Arts Federation (SAF) meeting will be held in Lafayette, Louisiana, April 20 – 24, 2002, in conjunction with other meetings. Roughly the 20-24 with various kinds of meetings happening during those times. SAF is constantly updating their objectives and how they can help arts agencies in the southeastern part of the United States. Ms. Breaux stated that this will be another opportunity for Louisiana to shine. SAF is looking forward to it and we are looking forward to making sure they have a good time so that they will come back.

DIRECTOR'S REPORT

With respect to the Southern Art's Federation (SAF), the dues that the state of Louisiana pays to be a member in this regional organization are approximately \$30,000. The good news is that the benefits to our constituents far exceed the \$30,000 in grants given directly to Louisiana organizations from SAF. Currently in it's quest to be more responsive to state agencies in the South, our staff members have been involved in *Java Lights* and visual artists are coming together with SAF and directors from nine southern states to help facilitate. *Java Lights* is happening with all of the other disciplines as well as Arts-In-Education. This is a good move in a productive direction. There is a dollar cost to our state and to the agency and we want to realize benefits and return on that investment. SAF, like the national organization, very much wants to add value, provide value, and are often looking at how they can do so. They have the Performing Arts Exchange which is really a very impressive event, which brings artists together with the vendors and they do a good job in the area. LDOA should make this a viable event and encourage our artists and presenters to attend the event and make sure it is a success.

A. FY03 Budget Projection

Referencing the FY03 budget projection handout provided in the LSAC packet, there are a few things to mention that will amend this greatly. The preliminary budget summary suggests a stand still continuation budget. At this point we are not sure what we will end up with. There are two cuts projected for LDOA as well as other agencies. It was stated that the proposed cuts total \$407,000 and is broken down as follows: \$100,000 from the Regional Folklife Program; \$100,000 from the Decentralized Arts Funding Program; and \$100,000 from the Statewide Grants Program. The reason is because each of the \$100,000 amounts was actually added to the LDOA budget during the last legislative session. It was mentioned that the budget analysts at the Division of Administration are projecting a short fall in state revenues this year. Those items that were actually added through legislation were the first targets of elimination. Those were the newest additions to the budget as well as for the current year. The other \$107,000 basically cuts across the operations for the LDOA, including one staff cut in addition to operations generally across the operational spectrum. This is not good news, but it is not unusual news for any agency within state government. We're at the beginning of Special Session and there is a long road ahead.

At the same time we know the Partnership has been working on efforts to increase art's funding. The legislators' first intent would be to decrease existing funds, particularly as it relates to the Regional Folklife Program and the Decentralized Arts Funding program. Obviously, decentralized funds are already out there and folks are counting on them in the various regions. Decreasing these funds would be a real obvious detrimental type of hit.

Viewing the budget information provided, you will see FY02 adjustments and current year adjustments, (including the additional \$200,000 that the LPA was able to get in legislation last year). LDOA did receive some mid-year and early year cuts and the adjustments reflect not only the additional \$200,000, but the \$96,000 cut, and most recently another \$15,000 in cut. Under the income section, there are a couple of anomalies to point out. The first, and most obvious, is *Percent for Art*. Interestingly enough, although state agencies are looking at budget cuts across the board, our new and expanded request for the *Percent for Art* program has been untouched. The reason that is has not been touched is because it is not

new money. The *Percent for Arts* dedicates 1% for art from specific capital outlay projects. Since that money is in essence a transfer from capital outlay, it is not considered as general funds. At present, it looks really good and it appears that LDOA will be able to bring this program in-house next fiscal year. The breakdown for the \$2 million dollar estimate is that 80% of those funds would go directly into the artwork for those state buildings, with 20% going towards administration of the program, which does allow us to hire up to three staff members for the program. This is both good and bad. In brainstorming with Matt Jones, Undersecretary for the Office of Management and Finance, it was noticed that the LDOA's \$400,000 cut is a little higher than any other Department office. It appears that *Percent for Art* gave the budget analysts a more free hand in tightening the arts budget, but this is not known for sure. Overall, the funds look good and stable.

This is basically a stand still projection upon the money we had at the beginning of the fiscal year. We will bring you up to date at the next meeting. By then we will have a better idea of what the budget will look like.

Discussion Regarding the Percent for Art Program

Ms. Warner asked if the Division of Administration adopted a procedure for implementation of the statute? LDOA is working with them on this because our rules of implementation are actually guidelines for the program, which were generated through conversations between the Office of Cultural Development, the Division of Administration and the Public Art Coalition. There are procedures that everyone is buying into. At the same time, we will learn a lot during the first year of implementation for this program. We have looked at some model processes from other parts of the country, but it also has to be specific for our state. The procedures are solid enough to give it a very good start. It may be that in next years' legislative session we will look and see if we need legislation to help solidify things appropriately.

At this time, if a state agency is given money, would they be given a guideline? Actually the way that works is LDOA will actually manage the *Percent for Art* program. The *Percent for Art* program manager is currently under contract with LDOA. At present, there isn't any in-house staff for the program and this is a first line of communication with the Office of Facility Planning and Control. Through the various collaborations, we figure out what buildings are ready for *Percent for Art*, what the budgets are going to be, who the liaisons are, and how we get started. LDOA recently received the first program quote list for *Percent for Art*. There are 11 projects across the state and the actual percent for the *Percent for Art* program totals more than \$1 million dollars. The program is off to a tremendous start, as the Office of Facility Planning and Control has earmarked those dollars for the program.

Since the *Percent for Art* program looks to hire three new people, is it possible for the one person that would get cut from current staff to just change hats? This would be a possibility, but we're not sure. The *Percent for Art* program just started so there are a few things that we need to do so that the transition makes sense. For instance, right now LDOA is working with the Office of Human Resources to actually get the positions available and map out job descriptions. Simultaneously, LDOA is working with the Division of Administration to actually see what the cash flow may look like and how it works. Right now we don't know what that looks like. We don't know if there would be one agency transfer a year and then we are off and running. We don't know if we are talking about quarterly transfers or project by project. Hopefully we will be able to accomplish quarterly inter-agency transfers. Since we are still trying to get the program running, it would be difficult to answer that question at this time. Regarding the position that will be lost, is it actually lost or is it just proposed? It is just proposed. All of our positions were filled up until a month ago when LDOA lost a secretary to the Office of Tourism.

How did you estimate 20% for administration? Through a great deal of research. LDOA has looked at other state *Percent for Art* programs across the country and some of the money issues they are faced with. There are agencies that allocate up to 20% and there are those who are advocating for 1/3 of the money going to administration. Looking across the board, 20% was the happy medium going across for us as we tried to predict staff needed, travel costs, etc. Twenty percent was sort of a common denominator in state agencies and municipalities that have a *Percent for Art* program. At the same time, before we get going and create good buy in with the Office of Facility Planning and Control and the Division of Administration, LDOA had to be able to come up with some projections of what it really costs to do this. When the legislation was originally enabled there was no conversation about administering a program and how to pay for it. We have come a long way in the conversation because the Division of Administration has actually bought in that it would take 20% to do it and do it well.

B. *Schedule of Spring Grants Review Panels*

Enclosed in your packet you will find a schedule of spring panels, inclusive of dates, locations and times. Please note that there is more than one location. LDOA requires a nice size space for a long period of time. This becomes a prohibited to have them all in one place, but after much research and keeping the budget in mind, two locations listed were most appropriate. The conference space at the Louisiana Municipal Association building is free, and the conference room at Burden Research Centers is affordable.

Ms. Breaux also made reference to the Division Director reports available in the LSAC packets and how this information might be productive for Council members to have more of an idea of what is happening within the Division on a weekly or bi-weekly basis. It was mentioned that the Office of Cultural Development tries to hold Division Director meetings twice a month, but due to schedule conflicts this isn't always possible. The meetings are held at least once a month, but usually twice a month. The reports will be packaged for the Council on a quarterly basis.

Ms. Breaux also explained that LSAC and LPA will receive Tool Kits providing information on the Economic Impact Study of arts in Louisiana. Titled *The House that Art built*, this is the theme for the study and distribution of the materials. The kits will include an article on economic impact on arts of the state, a summary of key findings, and a summary of what business leaders are saying about the arts. There is radio and TV copy that is available to use at the local level. Constituents will also receive this on CD within the tool kit. PowerPoint presentations will be done to present the information to arts board members, local government entities, economic development entities etc. The disks will include the radio and TV information transferable from disk and the billboard art. Local media and billboard companies will have access to this information. In the past we have had billboards donated, so we have the art for those who can do this for promotion as part of our economy. This is a do-it-yourself kit. We will also have information available on the Web site for access and a large postcard mailing will be done to notify people that the information is on the Web.

NEW BUSINESS

A. *Approval of Panelists for Spring Grants Review*

Within your packets you will find a listing of proposed panelists for the upcoming grants review process. Ms. Perry inquired if there has been any mandate from the staff regarding instruction to the panelists and the recommended changes in the panel process? Ms. Breaux explained that LDOA is still under discussion regarding some of the changes. One of the main changes is allowing staff members more authority and more freedom in assisting the panels to get as much information out on the table. Actually, later this week LDOA will have a meeting regarding panel deliberations to ensure that all are comfortable and moving in the same direction. We want to make sure that we are not only getting the information out, but also acting fairly with applicants as well as we can. Also, another area is allowing panelists to have more to do than establish a cut off. This is not the best use of panel time and they should be able to do more than establish that basic bottom line cut off. Again, LDOA program staff members are still in conversation on how to make this happen and the best ways to make sure there is balance there. In a general sense we are freeing both panelists and staff to do more and use knowledge and experience to make the whole process better. If the panel moderator has knowledge of an organization the panel is asking about, then they are free to answer that question. Also, if the panelist makes an incorrect statement about an organization or a project, then the staff member who knows it is incorrect should make the clarification.

Regarding the Joint Committee on Grants (JCOG) process, LDOA did initiate a lot of basic changes that are evident in the *Guide to Arts Programs 2002-2004*. These are just the first phase of changes and review of these processes. After panels, LDOA will have the time to get back to JCOG. The JCOG Committee or Division staff and constituents will try to look at some model panel processes. The way we left the conversation with JCOG was that we would assign each member of the committee a panel process to look at and research. We would then come back to the table and see where we go from there.

Referencing the Synopsis of Comparison: the number of Project Assistance applications has increased as well as dollars requested; number of Arts-In-Education applications decreased, but increased in dollars requested; Folklife Apprenticeship applications increased; total number of parishes served has increased; total number of applications received increased; and total dollars requested has increased. The number of Artist Fellowship applications has decreased but this has to do with timing. LDOA changed the deadline dates and the timing effected the September 1st deadline a little as well. General Operating Support has increased by three organizations. Local Arts Agencies decreased in Level One and increased in Level Two. Some demographic information has been provided as well.

Ms. Perry moved to accept the panelists recommended for this grants round. Ms. Joseph seconded the motion. The motion carried unanimously.

B. LPA Invitation to LPA Meeting and Legislative Luncheon

Ms. Reynolds noted that the LPA will hold a brief meeting, hosted by the Arts Council of Greater Baton Rouge, Tuesday, March 26th from 9:00 a.m. to 11:00 a.m. All LSAC members are invited to attend. The Legislative Luncheon will be held at 11:30 a.m. at the Camelot Club (located in the Bank One Tower). This event is sold out, but any LSAC members who have not responded and are interested in attending, LPA members will graciously allow you to take their place. This is the first year this event has been sold out and there is also a waiting list.

LPA anticipates getting additional legislators to the luncheon this year. The strategy is to ask for an increase in the budget totaling \$3.5 million, explaining to them that this is what we have and this is what we need. This year's theme is *Hunting for A Couple of Bucks* (\$2 bucks for the arts). There will be camouflage decorations, hats, nametags, binoculars, etc. LPA represents 70% of the state. Noted that it would make a big difference for LSAC members to be there. Basically, LPA is asking for another .75\$ per person. The emphasis should be on getting legislators to understand what we need and why we need it, that the arts have really made a big difference in the quality of life in Louisiana. All LSAC members are encouraged to attend.

OLD BUSINESS

Superintendent's Task Force List

Ms. Wilson inquired about a listing of an arts education contact in each parish. The Task Force wants to have a contact in each area so they can get information about who is and who needs to be served in each parish. The Task Force wants to put together a Directory of these individuals. It was mentioned that Tommy Usrey is the new President for the Louisiana Alliance for Arts Education and that he and Mickie Willis, LDOA Arts Education Program Director, will coordinate with one another, generate the list and forward it to Ms. Wilson.

ADJOURN

There being no further business, a motion was made to adjourn. The motion carried and the meeting was adjourned at 11:10 a.m.