



# City of Columbia, Missouri

## Meeting Minutes

### Commission on Cultural Affairs

---

Monday, November 26, 2018

3:00 PM

Funding Process Sub-Committee

Walton Building

Board Room

300 S. Providence

---

#### I. CALL TO ORDER

Chair, Vianello called the meeting to order at 3:00 pm.

**Present:** 3 - Nick Kenny, Lili Vianello and Ellen Rippeto

#### II. INTRODUCTIONS

Guests and Commission members introduced themselves

Guests present:

James Melton (Commissioner), Carol Schmitz (Commissioner), Holly Stitt and Louise Sarver (Columbia Art League)

#### III. APPROVAL OF AGENDA

A motion to approve the agenda was made by Kenny; seconded by Rippeto; motion carried.

#### IV. APPROVAL OF MINUTES

April 3, 2018 Minutes

**Attachments:** [4.3.18 Minutes Funding Processes Subcommittee](#)

A motion to approve the minutes was made by Kenny; seconded by Rippeto; motion carried.

#### V. OLD BUSINESS

Rippeto stated for the guests that the Funding Process Sub-committee plans to meet once a year to review the annual funding process.

#### VI. NEW BUSINESS

##### Funding Process Discussion

Dresser stated that after the July Commission meeting, a survey was sent to applicants about the process. The survey was sent again ahead of this meeting to gain any additional responses, which Dresser has shared with the committee members. Dresser also presented a handout of proposed changes to the application and overall process,

based on survey responses along with previous Commission discussions. Rippeto asked staff about timeline for changes; Dresser responded that after committee discussion, staff can make changes to the application administratively and plans to have all updates made by the end of January.

#### Application Questions

Various changes to the structure of application questions were discussed. Breaking up long questions into multiple answer sections in the areas of Project Description, Community Involvement, Budget changes, and Artistic Quality were recommended. The committee also recommended re-ordering some areas of the application as well as clarifying attachment sections (for example, biographical summaries).

#### Evaluation Criteria

As application questions changes were considered, the evaluation criteria were referenced. Based on questions in the application, wording in the scoring rubric would be updated to be consistent with section.

#### Other

None

### VII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Holly Stitt gave feedback about her organization's perspective during the application and funding process.

### VIII. NEXT MEETING DATE

Next meeting date will be December 4, 2018, 3:00pm in the Walton Building, Board Room.

### IX. ADJOURNMENT

Motion to adjourn was made by Kenny, seconded by Rippeto. Motion carried.