



# City of Columbia, Missouri

## Meeting Minutes

### Commission on Cultural Affairs

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Monday, January 30, 2023  
3:00 PM

Funding Process Subcommittee

City Hall  
Room 1A  
701 E Broadway

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#### I. CALL TO ORDER

Chair Thompson called the meeting to order at 3:04 p.m.

Staff present: Sarah Dresser

Present: 5 - D'Andre Thompson, Lee Ann Garrison, David Spear, Kathleen Murphy and Jim Little

#### II. INTRODUCTIONS

Commissioners introduced themselves.

#### III. APPROVAL OF AGENDA

Motion to approve the agenda made by Murphy, seconded by Garrison. Motion carried.

#### IV. APPROVAL OF MINUTES

Motion to approve January 24, 2022 minutes made by Garrison, seconded by Spear. Motion carried.

Minutes from January 24, 2022

Attachments: [1.24.2022 Draft Minutes](#)

#### V. OLD BUSINESS

None.

#### VI. NEW BUSINESS

##### Annual Arts Funding Process Discussion

###### Application Questions

Dresser shared an overview of the Annual Arts Funding process administered by the Office of Cultural Affairs. She stated that the Funding Process Subcommittee gets together annually to review the application, evaluation criteria and overall process. Since quite a few adjustments were made for the FY23 funding process to streamline the application and evaluation criteria, Dresser noted that there potentially may not be much to alter during this year's review (FY24 cycle).

Dresser led the group through the annual arts funding application and evaluation rubric. She noted a few recommended changes to add additional information to the existing questions presented to applicants. There was consensus from the committee on these recommended updates.

In the Community Involvement section on question 2, Little noted that updating the

language to include "participants" along with "audiences" might make it clearer for the applicant in answering the question.

Murphy noted that in the Financial section for organizations to be reminded that the financial history attachment is for the entire organization, not just a specific project/program. Dresser also noted that she intends to make the Previous Fiscal Year narrative question a required question.

**Evaluation Criteria**

**Review Process**

The group made no recommendations to change the timeline or overall review process for this upcoming cycle.

**VII. REPORTS**

None.

**VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF**

None.

**IX. NEXT MEETING DATE**

No other meetings needed for this upcoming funding cycle. The committee will plan to reconvene next year for its annual review.

**X. ADJOURNMENT**

**Motion to adjourn meeting at 4:10 p.m. made by Murphy, seconded by Garrison.**  
**Motion carried.**