



City of Columbia, Missouri

Meeting Minutes

Commission on Cultural Affairs

Friday, February 7, 2025
2:00 PM

Funding Process Subcommittee

City Hall
Room 1C
701 E. Broadway
Columbia, MO

I. CALL TO ORDER

Chair Moxon called the meeting to order at 2:00 p.m.

Staff present: Sarah Dresser

Present: 3 - Molly Froidl, Diana Moxon and Stacey Thompson

Excused: 2 - Linda Helmick and Kate Nolte

II. INTRODUCTIONS

None.

III. APPROVAL OF AGENDA

Motion to approve the agenda made by Thompson, seconded by Froidl; motion carried.

IV. APPROVAL OF MINUTES

Motion to approve minutes from Nov. 7, 2024 made by Thompson, seconded by Moxon; motion carried.

Minutes from November 7, 2024

Attachments: [11.7.24 Draft Minutes](#)

V. OLD BUSINESS

None

VI. NEW BUSINESS

Funding Process Discussion

Updates to annual grant process

Dresser gave an update to the annual arts grant process. Since the City's budgeted \$200,000 starting in FY25, we now have an increased threshold going forward. The committee evaluated the maximum grant requests that can be made by arts organizations. The group agreed that raising the requests from \$7,500 to \$10,000 would be appropriate going forward. OCA expects to receive greater than \$200,000 in requests, and the maximum amount would still give organizations an increase without having to completely rework their budgets once the final award amount is determined.

Application questions

The group reviewed the FY25 application questions and suggested adjustments for the FY26 applications. The goal is to focus on the key aspects of projects and get rid of questions that may be redundant or provide information that is not necessary for the evaluation of the proposal. Staff plans to update some of the instructions as well to assist applicants in putting forth applications.

Evaluation criteria

The group agreed to split up the management ability points for 20 to administrative and 10 to financial. Staff will update the rubric based on the questions that were changed slightly in the application.

Review process

Dresser stated that she plans to propose moving the June funding review meeting to the third week of June, and that would allow the Commission a bit more time for review.

The group also suggested being able to see all of the Commission's comments for each application when they are reviewing materials.

Thompson suggested that the April Commission meeting could serve as a training, with a sample application shared ahead of time, and we could go through that during the meeting.

Other

None.

VII. REPORTS

None.

VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

IX. NEXT MEETING DATE

As needed.

X. ADJOURNMENT

Motion to adjourn at 3:14 p.m. made by Froidl, seconded by Thompson; motion carried.