



# City of Columbia, Missouri

## Meeting Minutes

### Commission on Cultural Affairs

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Monday, February 12, 2024  
4:15 PM

Regular

City Hall  
701 E Broadway  
Council Chambers

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#### I. CALL TO ORDER

The meeting was called to order by Spear at 4:15 p.m.

Staff present: Sarah Dresser and Andrea Jira.

**Present:** 10 - Kristin Gadsden, Lee Ann Garrison, David Spear, Cameron Dorth, Jim Little, Molly Froidl, Linda Helmick, Diana Moxon, Stacey Thompson and Kathleen Murphy

**Excused:** 2 - James Melton and Keondre Harrison

#### II. INTRODUCTIONS

None needed.

#### III. APPROVAL OF AGENDA

A motion to approve the agenda was made by Garrison, seconded by Moxon; motion carried.

#### IV. APPROVAL OF MINUTES

A motion to approve the minutes from Jan. 8, 2024 was made by Murphy, seconded by Garrison; motion carried.

Minutes from January 8, 2024

**Attachments:** [1.8.24 Draft Minutes](#)

#### V. OLD BUSINESS

There was no old business to report.

#### VI. NEW BUSINESS

##### Small Request Application

OCA received a small request application from We Always Swing Jazz Series. This is the second small request received this fiscal year, so there is a balance of \$2500 in the fund.

The current request is for \$500 for a project titled A Taste of Pittsburgh - "We Knew What We Had: The Greatest Jazz Story Never Told." This is a documentary of the same name, originally produced for WQED-TV, Pittsburgh's PBS-TV affiliate, and aired nationwide on the public television network on a limited basis. The Jazz Series looks to offer the community at large the opportunity to see the film and meet people involved in the making of the film on March 18, 2024, 6 p.m., at Ragtag Cinema. In an attempt to reach as wide an audience as possible, the event will be offered to patrons at no cost.

Marty Ashby, the film's producer, will be on hand to introduce the film and afterward will

participate in a Q&A with the audience. If the proposed project is approved, OCA funds will be applied to help offset expenses in the following areas: artistic personnel, venue rental, production of related materials, such as descriptive information in the form of a handout as well as being applied toward marketing-related expenses through both the Jazz Series and Ragtag Cinema. The goal here, in part, is to attract and merge jazz and cinema audiences as well as increased awareness for and interest in jazz.

**Motion to recommend the small request to "We Always Swing" Jazz Series for \$500 made by Garrison, seconded by Murphy; motion carried.**

### **Traffic Box Art Program Changes**

Traffic Box Art program changes: At the last meeting, Dresser stated that there were some planned changes to the city's Traffic Box Art program. The Commission requested a follow up report to review at the next meeting, which is being presented today.

Dresser shared a bit on the history of the program, which started in 2007. Currently, City staff has been tasked with looking at our existing programs and ensuring that they are equitable and aligned with our current City Strategic Plan. The two strategic priority areas we are focusing on with this program evaluation are the areas of Inclusive & Equitable Community and Resilient Economy.

The proposed changes include the following:

- More equitable process: To align with being more equitable and to remove barriers to the artist community, staff is recommending changes to the process for the application, artist agreement and installation process.

- Equitable outcomes will include less upfront costs to artists in terms of insurance requirements, supplies and labor. Staff also believes that with fewer barriers for entry that would encourage pre-existing work to be submitted, an increase in applications would result. In addition, OCA would own the design files and be able to handle any maintenance issues that arise (or also use design on additional boxes around town).

- The shift in budget for this program may also increase the number of boxes to be installed each year (from one, to 2-3 boxes per year).

The City Manager's Office has reviewed these program changes and are in support of it and how it will better align with the strategic plan.

There were some questions from the Commission on application process and execution. A few recommended that applicants still be able to view a sample template of the box so they have an idea on how artwork would translate to a box format. The Commission asked how an artist might be involved with the final layout of the box. D

**Motion to support the program changes to the traffic box art program made by Garrison, seconded by Murphy; motion carried.**

## **VII. REPORTS**

### **Commission**

#### **Presentation to City Council**

Spear shared how his presentation to City Council went from January.

#### **Funding Process Subcommittee**

The subcommittee met a couple weeks ago to review the annual arts funding process and look at the application and other materials. Staff has a few recommendations on updates to questions. The subcommittee was in support of most of these changes and offered some additional feedback on wording, etc. No major overhauls to the process are planned at this time. Staff plans to make updates to the application for it to be open to arts agencies to begin working on them by early March. Deadline will be the last Monday in April.

There will be some slight administrative changes - such as moving to a grant process instead of a contract for services process (this will alter the agreement). We will also shift the date range for funded projects (12 month period, November 1 through October 31 each year).

Staff also will note that we will be approaching this funding cycle as we have in the past with the amount of funds available. Should more funds become available for FY25 during the budget process, we will have special committee meetings and address this with the Commission on how to allocate those additional funds next year.

### Secretary's Report

OCA cards are available to all Commissioners to use to thank arts organizations or to send congratulations. Dresser will bring them to the next meeting.

### Standing Committee on Public Art

Staff plans to open applications for next Traffic Box Art program later this month.

## Staff

### Columbia Arts Fund Update

The current balance is \$342,259.83. This includes the 2023 CoMoGives campaign funds that were just deposited.

### Columbia Values Diversity Celebration

Jira shared that we had a successful event last month at the Holiday Inn Expo Center.

### Commemorative Poster

Staff shared that applications open through March 8.

### Agency Assistance

Dresser shared that we had a very successful two-party workshop series last month with our funded arts agencies. We had 13 organizations participate, with approximately 35 individuals.

### Status of FY23 and FY24 Funding

Dresser shared that the following have final reports due this month for FY23 funding - GreenHouse Theatre Project, Jabberwocky Studios, Maplewood Barn Association, KOPN, and Orr Street Studios.

### OCA Office Move

Staff shared that the group is invited to join us at our open house next week on Feb. 22, 3-5 p.m. at our new office in the Gentry Building.

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

Staff and Spear shared that Arts Advocacy Day at the Capitol was successful. Commissioners are encouraged to attend next year.

**IX. NEXT MEETING DATE**

Next meeting will be March 11, 2024 at 4:15 p.m.

**X. ADJOURNMENT**

Motion to adjourn at 5:23 p.m. bad by Moxon, seconded by Garrison; motion carried.