

The Budget Sub-Committee for Arts and Cultural Programs to Promote Tourism was held at the above place at the hour of 9:00 A.M.

Sub Committee Members Present: Councilor Joan Herman, Councilor Tom Brownson and Chris Breitmeyer

Staff Present: Finance and Administrative Services Director Brooks

The meeting was called to order at 9:00 A.M.

Operational Definitions

Sub Committee members began by declaring potential conflicts of interest with applying organizations as follows:

Chris Breitmeyer: Lower Columbia Q Center, Tessa Sheller is a board member at the college and The Partners for the Performing Arts Center (PAC) are tenants in the college we are building.

Joan Herman: Tillacum Board of Director prior board member and very active in radio station, friend of Tessa Sheller's and have worked with the Lower Columbia Q coalition.

Tom Brownson: Astoria Ferry, former board member and current advisor, have been involved with Astor Street Opry and have performed in productions, past programmer and current voluntary programmer at KMUN (Tillacum Foundation), volunteer work with Peer Pressure Productions.

Three ring binders with application information were provided to subcommittee members prior to the meeting date.

Director Brooks passed around additional information which was provided by Little Ballet Theatre Inc.

Director Brooks discussed the past practices with reviewing applications and for formulating preliminary recommendations. Additionally, she noted the total requests this year are less than the total amount available for distribution and this is due to three notable organizations lack of submission: Astoria Music Festival, Astoria Tenor Guitar Foundation and Fisher Poets Gathering (Tillacum Foundation did submit their portion for the Fisher Poets Gathering Grant). Although this is an unusual position for the subcommittee it will most likely make the recommendation process a little easier. Subcommittee members asked if they could increase amounts to come up to the available funding. Director Brooks noted this would not be a best practice as the organizations have submitted their requests for the event/project they require support for. Providing additional funds would require the organization to support the funds with event/project expenditures. The subcommittee asked if the difference could be added to the funds available for the following year distribution. Director Brooks indicated the subcommittee could make this recommendation to the budget committee for approval along with the budget and then the Council could consider whether to adopt this strategy when they adopt the budget. Additionally, there were three new applicants this year: Astoria Ferry Group; Partners for the Performing Arts Center (PAC); and Pier Pressure Productions. A former applicant and grant recipient, Astor Street Opry, also submitted an application.

There was additional discussion about the missing applications and Director Brooks noted other organizations were able to meet the deadline of February 28, 2019 by either e-mail submission or hand delivery. Director Brooks noted the notifications to entities were sent via e-mail, media and Council were notified when the application process opened and information has been available on the City website since January 1, 2019. The City has added acceptance of e-mail transmission to facilitate the application process.

Director Brooks kept running totals and averages in a spreadsheet to assist with committee consensus on recommendations. This method has been utilized in the prior years to assist with review of recommendations.

Review of Each Applicant

A review of each application was conducted with initial recommendations of committee members. Members listed aspects of the application which were commendable and applications which committee members felt could

be enhanced with additional information as they conducted reviews. Finance Director Brooks will follow up on notes at the time grants are distributed. It was noted all of the organizations have improved on providing more and better data to support their requests. Joan Herman asked what percentage of the resources is available for grants and Director Brooks indicated she would need to review for the percentage which was adopted last year. The percent is 3.2% of resources for the prior year from audited statements.


After the initial recommendations were made Joan Herman noted surprise the Astoria Visual Arts had not applied. Director Brooks reviewed the applicants after the meeting and noted Astoria Visual Arts had submitted an application which was not in the prepared book. A separate e-mail with the application and circumstances was distributed to the subcommittee via e-mail for consideration. The total request was \$ 3,500 and within the available funds for distribution. Subcommittee members approved addition of Astoria Visual Arts application to be included in the recommended distributions.

Recommended Allocations

Arts and Cultural Programs to Promote Tourism	Amount Requested	Recommended Applicant Allocation
Astoria Arts and Movement Center	\$ 3,000	\$ 3,000
Astoria Ferry Group	7,500	7,500
Astoria Regatta Association	15,000	15,000
Astoria Scandinavian Heritage Association	5,000	5,000
Astor Street Opry	5,000	5,000
Astoria Visual Arts	3,500	3,500
Little Ballet Theatre	4,200	4,200
Lower Columbia Q Center	5,000	5,000
Partners for Performing Arts Center (PAC)	6,500	6,500
Pier Pressure Productions	5,000	5,000
Tillicum Foundation -Coast Community Radio	3,850	3,850
Total	<u>\$ 63,550</u>	<u>\$ 63,550</u>

Meeting ended at 9:30 A.M.

ATTEST:



Director of Finance and Administrative Services