



### Meeting Summary

The Cultural Council met to discuss their roles and responsibilities.

### Roll Call

Present: Karen Douglass, Howard Zoufaly, Jerry Donahue, Donald Studinski, John Beirise and Indira Narayan

Absent: Teresa Chamberland, Kirsty Lockhart

Others in attendance: Roberta Depp, Karen Gerrity, Chandra Bezjak, Nancy McCamey(SCFD)

### Agenda Minutes

**CALL TO ORDER:** 6:34p.m. by Karen Douglass, Chair

#### APPROVAL OF AGENDA

Howard made a motion to approve the agenda. Jerry seconded. The motion passed unanimously.

#### APPROVAL OF NOVEMBER MINUTES

Donald made a motion to approve the minutes as read. Jerry seconded. The motion passed unanimously.

#### REPORTS

**STAFF-**Karen G invited the council to Classical Fusion, Enlightenment Journeys and the Contemplative Landscapes art show opening.

**SCFD-** Nancy reminded the council of the upcoming District-wide workshops. The first workshop will be January 9 at the Buck Recreation Center in Littleton. Karen D. and Karen G. will attend. The next workshop is January 21 in the evening at Augustana Arts. Howard will attend if no one else can go. A volunteer from the council is still needed. The final workshop will be February 21 at the DL Parsons Theater. Chandra and Kirsty will attend. The financial training workshop for the councilmembers will be February 1 at the Museum of Nature and Science.

#### Public Comment

No Public comment.

#### Old Business

#### New Business

##### February Meeting

The council members discussed cancelling the February meeting so they could attend the financial workshop. Howard made a motion to cancel the meeting. John seconded. The motion passed unanimously. There will not be a February meeting. Staff will update the calendar.

##### Roles and Responsibilities

The council discussed their roles and responsibilities. They discussed ways the council could help promote and market local organizations and their events. Nancy informed the council that there is a website that tier III organizations can use-[www.thescen3.org](http://www.thescen3.org). This site allows groups to add their events to a community calendar for a one time fee of \$100. She stated that other counties have used a portion of their Technical Assistance grant money to pay this fee for organizations so they could have access to the website. SCEN3 also distributes print marketing materials that highlight

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Denver organizations. Organizations outside Denver can be included in these materials for a fee. Nancy will check on how much money Broomfield currently has that can be distributed. Jerry felt that it was important that the council members talk to their friends and neighbors. Staff will email the event schedules to the council and will mail them copies if they request it. These fliers can be displayed at businesses or community gathering places to generate public awareness. Staff will put together a list of all of the websites and publications that Cultural Affairs uses to promote events. This list can be provided to organizations to help them market more effectively. Staff will prepare a list of all of the marketing that Cultural Affairs does so that the council can see the options available.

#### **Status of Cultural Council members**

City Council is working with the City Manager's Office to review the process that is used to appoint new members to boards and commissions. The terms for Jerry and Teresa are up in March. Jerry will not be reapplying. Kirsty's term and Donald's term as alternate is up in March as well. The current members terms will be extended if needed depending on the changes that City Council decides to make. If appointments are made in March then the Cultural council will appoint new officers in April.

#### **Adjournment**

Howard made a motion to adjourn. Jerry seconded the motion which passed unanimously. The meeting was adjourned at 7:35 p.m.

#### **Approval**

Minutes Prepared by Chandra Bezzak, Staff.

Approved on \_\_\_\_\_ by:  
Date

Chair: \_\_\_\_\_  
Karen Douglass      Signature