MEETING SUMMARY
The Arts, History and Cultural Council (AHCC) had Board Orientation, reviewed the SCFD grant process, approved the Community Powered Mural Project additions and elected officers.

ROLL CALL
Present: Kenny Nguyen, Chair; Min Cho, Vice Chair; Patrick Blim-Hockberger; David Feineman; Chris Floyd; Julie Fuller; Lilagrace Huffer; Madelynn Karimi; Abbey Sterling

Staff: Megan Gilby, Manager of Arts & History; Cheryl German, Arts & History Operations Coordinator; Dana Manyothane, SCFD Program Officer

<table>
<thead>
<tr>
<th>Item</th>
<th>Person Responsible</th>
<th>Minutes</th>
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<tbody>
<tr>
<td>Open Meeting:</td>
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<tr>
<td>Call to Order</td>
<td>Kenny Nguyen, Chair</td>
<td>6:30 p.m.</td>
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<tr>
<td>Public Comment on</td>
<td></td>
<td>No comment. No public in</td>
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<tr>
<td>Non-Agenda Items</td>
<td></td>
<td>attendance.</td>
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<tr>
<td>Approval of Minutes</td>
<td>Kenny Nguyen, Chair</td>
<td>David made a motion to</td>
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<td>and Agenda</td>
<td></td>
<td>approve. Julie seconded.</td>
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<td></td>
<td>[03/06/23 Minutes]</td>
<td>Motion approved.</td>
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<td></td>
<td>[04/03/23 Agenda]</td>
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<tr>
<td>SCFD Report</td>
<td>Dana Manyothane,</td>
<td></td>
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<td></td>
<td>SCFD Program Officer</td>
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<tr>
<td>Board Meetings:</td>
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<tr>
<td>Last SCFD Board Meeting:</td>
<td>February 23, 2023</td>
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<td></td>
<td>Presentation from the Colorado State Demographer</td>
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<td></td>
<td>Next Meeting: Thursday, April 27, 2023 (TBD)</td>
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<td>Mark your calendars: April 12 is Day at the Capital</td>
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<td>SCFD Revenue Report:</td>
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<td>The January 2023 SCFD sales and use tax revenue was $6,190,803.78. The 2022 year-to-date (YTD) sales and use tax revenue was $5,850,740.66. The variance is $340,063.12, a 5.8% increase in YTD 2023 over YTD 2022.</td>
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<td>New Financial Summary Format</td>
<td>[Sample financial summary]</td>
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<td>Grant Amendments (formerly known as Change Requests)</td>
<td>[Starting with the 2021 grants, organizations will submit any active grant amendment requests via the Fluxx portal. SCFD will do the initial review and only bring to council requests that need to be discussed or be voted on to approve or deny.</td>
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<td>Virtual Attendance:</td>
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Language about virtual attendance has been inserted into County grant guidelines and communicated to Tier III organizations. Beginning this grant cycle, virtual attendance will not be counted. Organizations may still produce hybrid programs, but funding can only support in-person costs.

Communications staff member begins April 17.

New Items:

<table>
<thead>
<tr>
<th>Board Orientation</th>
<th>Megan Gilby, Arts &amp; History Manager</th>
<th>Board Orientation</th>
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<tbody>
<tr>
<td>Creative Broomfield Overview</td>
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<td>- Boards &amp; Commission General</td>
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<td></td>
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<td>○ Conduct Policy</td>
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<td>○ Ethics Code</td>
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<td>○ AHCC Bylaws</td>
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<td>○ AHCC Meeting Norms</td>
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<td></td>
<td>- Arts, History &amp; Cultural Council Overview</td>
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<td></td>
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<td>○ Purpose, Powers &amp; Responsibilities</td>
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<td>○ Officers</td>
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<td>○ Conflict of Interest</td>
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<td>- Robert’s Rules</td>
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<td>- Colorado Sunshine Law</td>
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Note: Majority vote will pass a motion. AHCC abides by the agenda. AHCC will only vote on items on the agenda. If other items arise, they will be moved to a future agenda for public review.

Creative Broomfield Overview

- Creative Broomfield / Arts & History Overview
  - Creative Network
  - Creative Broomfield Presents
  - Art in Public Places
  - History & Museums
  - Broomfield Auditorium
- Art in Public Places Overview

Scientific and Cultural Facilities District (SCFD)

- General SCFD Overview

Scientific and Cultural Facilities District (SCFD)

- We Fund Culture.
- How It Works - For every $10 spent in the metro Denver area, one penny of the sales tax goes directly to arts, culture and science organizations of all sizes with nearly 300 organizations funded.

Scientific and Cultural Facilities District (SCFD)

- Broomfield SCFD Overview
- Grant Reviewer Role Guidelines

Broomfield County SCFD

1. Broomfield Guidelines
2. Evaluation Criteria
3. Scoring Documents
   a. Stay Consistent
   b. Takes Notes on Organization - Positives, Concerns or Discussion Items
   c. Final Score into Fluxx
4. Study Session Meetings - Be Prepared
   a. Review by Category
   b. Roll Call Through Members to Hear Viewpoints and Feedback
   c. Use Collaborative Document to Ask Questions
Critical To Grant Evaluation

5. Allocation Meeting
   a. Review Combined Scoring Sheet
   b. Look at Max-Min Spread
   c. Adjust Proposed Funding Allocation

Guiding Principles for Grantmaking
- Trust Based Philanthropy
  o A grant-making approach that reimagines the relationships between donors, nonprofits and communities to rebalance power and decision making.
- Intentions:
  o SCFD “we fund culture” / “we are stronger together”
  o ACS broadens access to similar types of projects for expanded cultural opportunities in Broomfield
- City and County of Broomfield values and principles:
  o Goal alignment:
    ■ Support and collaborate with community
    ■ Provide and connect to resources
  o Diversity, Equity, Inclusion and Accessibility
  o As grant reviewers:
    ■ What do we do?
    ■ How do we show up?
- What is constructive feedback?
  o Constructive feedback can be best viewed as a series of actions that assist organizations in altering their behavior in order to accomplish their goals. (adapted from Professional Leadership Institute)
- What does this mean for grants?
  o Clear understanding of the goals of the grant program and the applicant’s goals as outlined in the grant application
  o Support progressive growth and shared learning
- General guidelines:
  o Be aware of personal bias or positions
  o Understand the rubric and its role in the process
  o Reviewing for scoring and funding recommendations, not eligibility (generally)
    ■ This year, do watch for virtual program attendance
  o Ultimately, the goal is to:
    ■ Fund culture
    ■ Work together
    ■ Provide cultural and science opportunities for Broomfield residents and in Broomfield

Staff Update
Megan Gilby, Arts & History Manager

Community Powered Mural Update
- Four murals will be installed on building selected for projects
- Three finalist mural artists and wall placement for installation have been selected as follows:
  o Bloom by AJ Davis on wall 1
  o Bloom Brightly by Stacey Reynolds on wall 2
### I Spy Colorado Wildlife

- Three semi-finalists have been selected to move forward to public vote, which will select one finalist:
  - Shoot for the Stars by Jennifer Vazquez
  - Wild Strawberry by Paige Brown
  - The Broomfield Dragon by Kate Fitzpatrick

- Public engagement will be discussed during contract negotiations with finalist artists
- The project budget will be updated to $21,229.
- Patrick motioned to approve the artist selection and updated budget. Dave seconded. Motion approved.

### Arts, Culture & Science Grant Update

- **19 Total Applicants**
- **16 Applicants funded for $21,280**
  - 8 Non-profit organizations
  - 8 Teachers from 4 schools: Holy Family High School, Westlake Middle School, Birch Middle School, Mountain View Elementary School
- Round 4 for remaining $2,121. Launch week of April 3.

### Upcoming Events

- Curatorium events - Wellspring by Backstory pop up exhibit and original performance at Flatirons Crossing on April 27-30
- PULSE Gathering on April 18th - Depot Museum and Honey House Grand Opening
- Summer Concerts begin June 21 at behind the Library

### Officer Elections

AHCC Officers are elected in April of each year.

Kenny nominated Julie for Chair. Min seconded the nomination. Dave made a motion to vote for Julie to be Chair. Chris seconded. Motion approved.

Min nominated Chris for Vice Chair. Kenny seconded the nomination. Dave made a motion to vote for Chris to be Vice Chair. Julie seconded. Motion approved.

Min nominated Patrick for Secretary. Chris seconded the nomination. Chris made a motion to vote for Patrick to be Secretary. Julie seconded. Motion approved.

### Close Meeting:

<table>
<thead>
<tr>
<th>Opportunity for Additional Comments from the Public</th>
<th>None</th>
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<tbody>
<tr>
<td>Opportunity for Additional Comment/Questions from AHCC Members</td>
<td>None</td>
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<tr>
<td>Adjourn</td>
<td>Kenny Nguyen, Chair</td>
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<td>Meeting adjourned at 8:36 p.m.</td>
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