



**LIBERTY ARTS COMMISSION
MEETING AGENDA
Thursday, November 10, 2022
6:00 pm
3rd Floor Conference Room of City Hall**

Attendance: Garrette Brown, Greg Duncan, Molly Hon, Shane Immelt, Anna Knackstedt, Katie McDonald, Karly Schieder, Bill Stilfield, Nathan Wyman

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| I. Approval of Meeting Summary | October 12, 2022 |
| II. Current Business | |
| Welcome Karly Schieder, newly appointed Commissioner | Katie McDonald |
| Transient Guest Tax Report | Anna Knackstedt |
| III. Other Business | |
| Art Partner Reports: | |
| Liberty Arts Foundation | Greg/Shane |
| Library | Katie |
| William Jewell | Nathan |
| Corbin Theatre | Bill |
| Liberty Public Schools | Garrett |

Adjournment

Next Meeting Date Thursday, December 8, 2022 at 6 pm in the 3rd Floor Conference Room



**LIBERTY ARTS COMMISSION
MEETING SUMMARY
WEDNESDAY OCTOBER 12, 2022
6:00 p.m.
3rd Floor Conference Room**

Present: Greg Duncan, Molly Hon, Shane Immelt, Anna Knackstedt, Katie McDonald, Bill Stilfield

Absent: Garrette Brown, Nathan Wyman

Guest: GK Callahan, University of Missouri Extension

Staff Present: Jeanine Thill, Community Development Manager

The meeting was called to order at 6:02 pm by Chairwoman McDonald.

Vice Chair Knackstedt made a motion to approve the September 8, 2022 Meeting Summary as presented. The motion was seconded by Commissioner Immelt. The motion passed 6-0-0.

Current Business

University of Missouri Extension, GK Callahan

- Mr. Callahan said he is working on an Art Asset Mapping project with Arts KC. The area covers Clay, Platte, and Jackson County. The Jackson County legislature wanted to do a strategic art plan so they hired them to do this and part of that is Arts Asset Mapping.
- One of the benefits of Asset Mapping involves asking the community what a “hidden gems” in the community. They have surveys, they do focus groups, they also go out into the communities and to festivals to get grass roots feedback. Arts KC wants to reach beyond the obvious assets. There is a survey you can take to participate; he handed out QR codes that link you to the survey on your mobile device.
- Arts KC has grants – They gave out nearly \$400,000 in grants last year. They want to fund more activities in Clay County. They have funded \$73,000 for arts projects in Clay County. Questions can be directed to GK or grantmaking@artskc.org
- They will share the data with us when it is validated and ready, which will likely be in the next few months.

Budget/ Transient Guest Tax Committee

- Vice Chairwoman Knackstedt said the committee hasn't met since our last LAC Meeting.
- A draft budget was developed by Claire Rodgers and is included in the packet. The budget increases are reflected in the yellow highlighted. Maintenance for the sculptures budget is robust and they increased the budgeted amount for the purchase piece. This is the draft budget for 2023 and will be officially voted on by the City Council in December; we will have until December of 2023 to spend these funds.
- Councilman Duncan said of the one-time projects listed, three of them can fall under LAC: Murals, Welcome Monument, and LAC Branding. He asked if ownership of a project is to be determined.
- Vice Chairwoman Knackstedt said yes. We want one Arts Commission member at a minimum to be at the table for each of them. She clarified that LAC did not propose the one-time projects (other than the branding); it came up at the TGT committee level.
- Councilman Duncan asked who will oversee the one-time projects, commenting that we as a Commission doll out dollars but don't do the project management. It was suggested that a discussion needs to happen at the staff level. Staff will get clarification on this from Claire Rodgers. The Arts Commission can contribute and should be at the table when planning, but not manage the projects. We don't have the capacity to take it on. Ms. Thill will ask Claire about the expectation.
- The other fees/arts line item went up by \$20,000. When you consider that it was sort of us clawing our way in and it is such a different place now. It happens because we have proven the concepts of sculptures or Make Music Day. We have momentum, its organic, its really great.

Mini Grant Application from Dreamline

- The subcommittee does not have a formal recommendation, as some emails did not reach Chairwoman McDonald.
- Commissioner Hon and Commissioner Immelt said they were in favor of the application.
- This is an application from Dreamline Theatre Company, for the production of *The Glass Menagerie*. They are requesting \$1,000 and can have it completed by the end of November.
- Councilman Duncan commented that we can grant the full request and strongly encourage that the balance go toward advertising. It could be up to \$1,000; if we allocate the full \$1,000 then they need to increase the advertising.
- Commissioner Hon asked about the guidelines and the grant not being their only source of revenue. She asked if going forward if they charge admission, then would that count toward the diverse funding? Commissioner Stilfield said this came up a few years ago and at the time the Commission agreed that the projects can charge an admission fee.
- Their budget doesn't show revenue but only expenses.
- Councilman Duncan commented that there is a precedent. We have not made changes to the grant structure; therefore, we aren't in a position to assess it differently.
- Chairwoman McDonald said making these grants assessible is important but we are stewards of the public funds. We need to look at this closer for next years' grants.

A motion was made by Councilman Duncan to award a \$1,000 mini grant to Dreamline Theatre Company with the encouragement that funds in excess of the budget be prioritized for advertising, the motion was seconded by Commissioner Stilfield. Motion passed 6-0-0.

Sculptures Updates

- Staff shared a draft of the brochure and asked for input or edits.
- Councilman Duncan asked that the final version be put in City Council packets when they are done.

Other Business

Commissioner Stilfield said he has two tickets for \$60 for the Corbin fundraiser at Belvoir. It's from 6-9 pm, with a silent auction, there are some good silent auction items such as a stay in Arkansas and a Patrick Mahomes signed jersey.

Art Grants

- Commissioner Hon said when she reviewed the wording of the grants and looking at the website applications, it was much better than what it looked like before. Adding that she tried to look up the grants in a variety of ways online and it came up and once you got to the website it was very simple.

Mini Grant Application Discussion

- Vice Chairwoman Knackstedt said she likes that the range of grants is from \$500 to \$1,000 for the mini grants. She wonders if we want to be more flexible on the top end of it. She asked if someone needed \$1,500 for a project would they still be able to make it happen or would this dollar amount limit them. Initially, it was structured to be five \$1,000 grants. Right now, we are only held to the dollar amount.
- Under the submission section, we ask that it should read that priority is given to applications submitted within 60 days.
- Take out the last sentence under funding "Awarded Annually..."
- We would like a summary from the applicant after the project is complete. We may want to add to the application that the LAC appreciates a follow up summary. Add this to the bullet points under "eligibility."
- Under the budget section, add that reimbursement will occur upon receipt of an invoice and project summary. Councilman Duncan said we shouldn't award more than what the project requires. The amount of the request should not exceed the budgeted need.
- Formatting suggestion: The last sentence should be left justified.
- Every fall we need to review these and make changes as needed. We should not change the format much every year.

Annual Art Grant

- There are more requirements to this grant because this is a \$5,000 grant. We don't need to specify in this grant about the amount not to exceed, because a match is required. Vice Chairwoman Knackstedt suggested that we ramp up the marketing for this grant. We should add a list of previous recipients and projects.
- Under eligibility #6 means the applicant must have a 1-to-1-dollar match, which may be applicants own resources.
- Under #7 the meaning of the word "program" may need to be clarified. The free and reduced language was discussed. Other things are funded with TGT Funds (such as HDLI events) which are ticketed. We could say priority is given to applicants that offer free or reduced admission. The group liked this language.
- Page 3 the formatting needs to be fixed.
- Don't capitalize "Co-Sponsors." There may be an extra space before "staffing"
- We need to create a spreadsheet from the criteria numbering to use internally to honor our strong structure. Chairwoman McDonald said she will work with staff on this.

Art Partner Reports

- Liberty Arts Foundation – No report
- Library - No report
- William Jewell - Commissioner Wyman submitted the following report:
 - OCTOBER 2022**
 - Thursday, October 6: Wind Ensemble Concert 7 p.m., Gano Chapel
 - Saturday, October 8: Liberty Symphony Orchestra Concert 7:30 p.m., Gano Chapel
 - Tuesday, October 11: Jazz Band Concert 4 p.m., Trotter Arts Plaza
 - Sunday October 17-December 16: Artist Lish Hoerman "Bent Over Backwards" 8AM-6PM M-F, Stocksdale Gallery, Brown Hall
 - Sunday, October 23: "Our True Colors: A Tapestry of Love, Loss, and Acceptance" Cardinalis with KC Aerial Arts 4 p.m. and 7:30 p.m., City Stage Theatre, Union Station Tickets (\$25)
 - NOVEMBER 2022**
 - Thursday, November 3-Saturday, November 5 Jewell Theatre Company - The Secret in the Wings by Mary Zimmerman 7 p.m., Peters Theater
 - Sunday, November 6: Jewell Theatre Company - The Secret in the Wings by Mary Zimmerman 2 p.m., Peters Theater
 - Saturday November 12 6pm-8pm Artist Reception for Lish Hoerman Stocksdale Gallery, Brown Hall
- Corbin Theatre – No report
- Liberty Public Schools - No report

A motion was made by Vice Chairwoman Knackstedt to adjourn the meeting. The motion was seconded by Councilman Duncan.

The meeting adjourned at approximately 7:44 p.m.