

Harford County Cultural Arts Board

Minutes – October 3, 2016

Meeting called to order at 6:00 pm

Present: T. Mion, C. Bowden, P. Burton, K. Dilworth, K. Donnelly, J. Fox, K. Heppen, L Parker, P. McCallum, L. Noto, M. Scampone, R. Titelman, J. Cleaver – Coordinator

Conflict of interest disclosure forms

Completed and submitted by board members present

Review of outreach events

Havre de Grace and Bel Air arts events – Suggestions: upcoming arts events calendar, HCCAB brochure, large plastic bags with HCCAB logo, name tags.

ACTION: K. Dilworth and R. Titelman will present name tag options to the board

Discussion – Should HCCAB be present at more festivals and events? Could students, volunteers from arts organizations assist? Agreed that matter could be better presented to the board by a smaller group.

ACTION: J. Cleaver will email HCCAB members with list of sub-committees which members may choose to join

Upcoming dates

Bel Air Film Festival – Oct. 14 – Tickets available to board.

Rally at Harford County Board of Education meeting – October 10

Tabled – Discussion about Harford County schools drama arts fee and HCCAB position

ArtsLab – October 25 – Brooklyn Park, MD

ACTION: Board members will inform J. Cleaver by October 5, noon if they want to attend

Grant review evaluation process

ACTION: K. Heppen will work with J. Cleaver to improve new application forms after the current submissions

Discussion of the new grant evaluation process:

HCCAB members review their assigned grants using the scoring sheets, then meet with the small sub-group of board members who have been assigned the same grant applications to compare and discuss results. Score sheets are submitted to coordinator, J. Cleaver, who tallies the scores and considers additional criteria and divides available HCCAB funds. Scores for all applicant organizations will be available to the board. HCCAB will review scores and division of funds to individual organizations.

Standardized scoring process will provide documentation and transparency and removes bias and the appearance of bias.

Meeting adjourned at 7:45 pm

Next HCCAB meeting – Monday, November 7 at 6:00pm

Submitted by K. Heppen