

**Metro Arts Commission**

Minutes of the Executive Committee Meeting

June 17, 2021 12-2:00 p.m.

**Commissioners Present:** Jim Schmidt (Chair), Matia Powell (Vice Chair), Will Cheek (Sec. /Treasurer)

**Staff:** Caroline Vincent, Ian Myers, Emily Waltenbaugh, Grace Wright

**METRO ARTS MISSION:**

**Drive an Equitable and Vibrant Community through the Arts**

1. Call to Order & Welcome

The meeting was called to order at 1:51 a.m.

1. Approval of Minutes: April 26, 2021

Chair Schmidt asked if there were any questions or proposed changes.

***A motion to approve Arts Commission minutes from April 26, 2021 was offered by Commissioner Cheek, Commissioner Powell seconded, and the motion passed.***

1. Crisis Communications Policy Update

Staff presented the Committee with the latest updates to the Crisis Communications Policy and the intention of CARE to review and update the document.

The Committee expressed that they would like to have this plan officially approved by the Arts Commission when finalized.

The Committee also expressed that they would like to see more parameters around when to respond as well as better definition around why the Arts Commission would be doing this and whether it should. It was further discussed that the parameters should directly tie into the Arts Commission’s specific mission.

The Committee also discussed the importance of recognizing that a statement does not show the systematic work being done and can give the impression of being hollow or empty. Additionally, was further expressed that investment can be the appropriate reaction as opposed to a statement in many circumstances. It was discussed that the priority of the Commission should be the ongoing, consistent equity work expressed in the Arts Commission’s goals.

In terms of deciding when to respond, the Committee discussed making the decision a joint discussion between staff and Commission representatives. It was also discussed considering requests by staff or communities to make a statement. The Committee highlighted the importance of tying back to the local artist community and connecting to resources to help aid in processing. It was expressed that though the policy should be used sparingly, this would be a good resource for when there is a community need for a statement from the Arts Commission.

The Committee thanked Emily Waltenbaugh for her work on this. It was decided that the Committee would like to hear comment from CARE and then discuss next steps.

1. Strategic Planning Update

Staff updated the Committee that the strategic planning consultant hiring process is moving through procurement, and staff will continue to update the Commission.

Staff also asked if the Executive Committee had any input on other stakeholders to bring into leadership/advisory process. The Committee discussed that the consultant should be able to help design the process, focuses, and stakeholder involvement for strategic planning.

Caroline Vincent, Emily Waltenbaugh, and Grace Wright left the meeting.

1. Executive Director Performance Review

Chair Schmidt presented Executive Director Vincent’s FY2021 performance evaluation draft documents. Commissioners Schmidt, Cheek, and Powell discussed staff feedback and recent concerns. Chair Schmidt stated personnel issues should be referred to Director Vincent and Metro HR, as needed.

Commissioners present discussed the need for more clarity around the agency’s equity work and stated strategic planning will help guide staff and the Commission with expectations.

Until strategic planning and until the agency can employ outside consultant’s expertise, Director Vincent should develop parameters, direction, and guidance in the agency’s work around racial equity and restorative arts as it relates to the mission.

Commissioners felt there has not been substantial progress with equity work, and in particular around the CARE Committee. Commissioner Cheek said that Director Vincent should be the one to guide the CARE committee in its work. Chair Schmidt requested that the budget monies be used to hire a dedicated manager-level staff member to manage equity programs and initiatives. This could connect to Restorative Arts and equity.

Commissioners discussed setting goals for Director Vincent. They stated Director Vincent should utilize the advisory of the Executive Committee and Commission for challenges as they arise.

The committee deliberated on evaluation scoring.

1. Adjourn Meeting

The meeting was adjourned at 2:51 p.m.