

**CITY OF LOVELAND
CULTURAL SERVICES BOARD
MEETING NOTICE AND AGENDA**

**Tuesday, April 22, 2014 4:30 p.m.
Loveland Museum/Gallery Conference Room
503 N. Lincoln Ave. Loveland, CO 80537**

I. Call Meeting to Order

- A. Additions or Changes to the Agenda
- B. Additions or Corrections to the March 25, 2014 Minutes
- C. Approval of the March 25, 2014 Minutes
- D. Public Comments

II. Agenda Items

A. Board Reports

- 1. CSB Accomplishments Update
- 2. CSB Advocacy Opportunity

B. Cultural Services Department Reports

- 1. Presentation on the comprehensive master plan by Karl Barton, Community & Strategic Planning
- 2. Development
- 3. Rialto Theater Center Report
- 4. Rialto Theater Center Business Plan
- 5. Museum Exhibits/Programs

E. Miscellaneous

F. Adjournment

The City of Loveland is committed to providing an equal opportunity for citizens and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act. For more information, please contact the City's ADA Coordinator at bette.greenberg@cityofloveland.org or 970-962-3319.

CULTURAL SERVICES BOARD MINUTES

Tuesday March 25, 2014

4:30 P.M.

LOVELAND MUSEUM/GALLERY

503 N. Lincoln Ave.

Loveland, CO 80537

I. The March 25, 2014 meeting of the Cultural Services Board was called to order at 4:34 p.m. by Vice Chairperson Kris Ortmann in the Upstairs Conference Room of the Loveland Museum/Gallery.

Board Members Present: Jan Desjardin, Louise Kauffman, Teresa Mueller and Kris Ortmann. Absent were Juanita Cisneros, Ginger Klein and Kerri McDermid. Also present were City Council Liaison Ralph Trenary; Rod Wensing, Assistant City Manager; Susan Ison, Cultural Services Director; Rich Harris, Rialto Theater Manager; Elise VanDyne, Development Administrator; and Mary Shada, Office Support Specialist.

Additions/Changes to the Agenda

There were no additions or changes to the March 25, 2014 agenda.

Additions or Corrections/Changes to the February 25, 2014 Minutes

There were no corrections to the February 25, 2014 minutes.

Approval of the February 25, 2014 Minutes

Teresa Mueller motioned to approve the February 25, 2014 minutes. Jan DesJardin seconded. The motion passed unanimously.

Introduction of Visitors

Rod Wensing, Assistant City Manager, attended the March 25, 2014 CSB meeting.

Public Comments

There were no public comments.

II. Agenda Items

Board Reports

CSB Accomplishments Update – Kris Ortmann reviewed the activities that CSB members participated in during the last month.

CSB Advocacy Opportunity – Louise Kauffman shared advocacy opportunity ideas that she personally utilizes to support the Cultural Services Board. Two speakers have been scheduled to attend future CSB meetings to present more advocacy ideas.

Boards and Commissions Dinner - Louise Kauffman and Juanita Cisneros attended the Boards and Commissions Dinner on Thursday February 27, 2014.

Museum Reports

Kay Saelens Gift – Susan Ison shared a letter from former Loveland, CO, resident Kay Saelens regarding naming the Loveland Museum/Gallery in her will for the development of a multicultural learning center for children and youth.

Development - Elise VanDyne clarified her role as the Development Coordinator for the Cultural Services Department. Her priority is to create a 501(c)3 nonprofit organization and to apply for corporate and grant funding.

Business Services Coordinator – Kimber Kreutzer has been hired as the new Business Services Coordinator for the Museum/Gallery.

Night On The Town - Over 300 people attended the Friday March 14, 2014, Celtic fiddle performance at the Museum during the Night on the Town.

Comprehensive Master Plan – City Planner Karl Barton will be speaking at the April 22, 2014 CSB meeting about the comprehensive master plan.

Saturday Rialto Hours – Rich Harris asked the CSB members advice regarding the box office hours on Saturdays.

Assistant Technical Position – Interviews for the Assistant Technical Position at the Rialto Theater will begin the first week in April.

Rialto Business Plan - Rich Harris and Susan Ison are looking at the overall business plan for the Rialto Theater Center. It will be presented to City Council with the quarterly financial report at the May 6, 2014, meeting.

City Council Report

- Priority based budgeting is being worked on by city staff and will be presented to City Council in May, 2014.

NEXT CULTURAL SERVICES BOARD MEETING: Tuesday, April 22, 2014, at 4:30 p.m. in the Loveland Museum/Gallery upstairs Conference Room.

III. Adjournment

Motion to adjourn the meeting was made by Kris Ortmann at 5:42 p.m. All approved the motion.