

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

**Tuesday, August 26, 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 July 22, 2014 Minutes
- C. Approval of the July 22, 2014 Minutes
- D. Public Comments

**II. Agenda Items**

**A. Board Reports**

- 1. CSB Accomplishments Update

**B. Cultural Services Department Reports**

- 1. Development Report – Elise VanDyne, Development Admin.
- 2. Rialto Report
- 3. Reporter-Herald Archives
- 4. Department Name
- 5. Public Art Report
- 6. Pulliam Feasibility Study

**C. City Council Report**

**E. Miscellaneous**

**F. Adjournment**

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## CULTURAL SERVICES BOARD MINUTES

Tuesday July 22, 2014, 4:30 P.M.

### LOVELAND MUSEUM/GALLERY

503 N. Lincoln Ave., Loveland, CO 80537

**I.** The July 22, 2014 meeting of the Cultural Services Board was called to order at 4:37 p.m. by co-chairperson Kris Ortmann in the upstairs conference room of the Loveland Museum/Gallery.

**Board Members Present:** Jan Desjardin, Louise Kauffman, Teresa Mueller, Kris Ortmann and Adrian Somerset. Juanita Cisneros and Kerri McDermid were absent. Also present were, Susan Ison, Cultural Services Director; Rich Harris, Rialto Theater Manager; Ralph Trenary, City Council Liaison; and, Mary Shada, Office Support Specialist.

#### **Additions/Changes to the Agenda**

Under Cultural Services Department Reports, Susan Ison added Reporter-Herald archives, League of Historic American Theatres Conference, and Budget. The introduction of Adrian Somerset was moved to the top of the agenda.

#### **Additions or Corrections/Changes to the June 24, 2014 minutes**

Kris Ortmann asked that we add speaker George Franke under "visitors" at the June 24, 2014 meeting.

#### **Approval of the June 24, 2014 Minutes**

Jan Desjardin motioned to approve the June 24, 2014, minutes as corrected. Louise Kauffman seconded. The motion passed unanimously.

#### **Introduction of Visitors**

There were no visitors at the July 22, 2014, meeting.

#### **Public Comments**

There were no public comments.

## **II. Agenda Items**

**Introduction of Adrian Somerset** – Adrian Somerset has been selected to replace Ginger Klein on the Cultural Services Board. He will complete her term which ends December 31, 2015. Adrian has been a volunteer in many capacities for the Cultural Services Department and brings a wealth of experience to his new position.

## Board Reports

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

Kris Ortmann reported that the Museum continues to have visitors from the May 2014 Thompson School District History Day tours. The children like to lead their families through the Museum and show them what they learned.

Kris Ortmann also reported that she has received great feedback about the Foote Lagoon summer concert series. Rich Harris reported that approximately 2,200 people have been attending each week.

## Cultural Services Department Reports

**Rialto Theater Center Business Plan** – The RTC business plan is tentatively scheduled to be presented to City Council August 5, 2014.

**'40s Forever - WWII** – The '40s Forever organization is bringing WWII airplanes and events to the Fort Collins/Loveland Airport September 26 – 28, 2014. They have asked the Museum and the Library to plan associated programming for this event.

**Cherry Pie Celebration** – The Cherry Pie Celebration on Saturday July 19, 2014 went very well. Approximately 1,400 pieces of pie were served.

**Branding** – Susan Ison reported that the staff is working with the ideas that the CSB had regarding the branding of the Cultural Services Department and will bring more information to the August 26, 2014 CSB meeting.

**Reporter-Herald archives** – The Reporter-Herald newspaper is going to lease their building and has asked the Museum to take over their archives. There are several considerations prior to any agreements, space being one and the deterioration of older papers that need to be digitized.

**LHAT** – Susan Ison attended the League of Historic American Theatres conference in New York City July 16 – 19, 2014.

**Budget** – Preliminary approval for supplemental budget requests included: The Rialto Theater Center budget for artist fees and marketing to bring in higher end shows; websites for the Rialto Theater Center and Museum/Gallery; additional money for the Museum/Gallery gift shop; additional money for postage and printing.

## **City Council Report**

- The City Council study session agenda for August 12, 2014 includes a discussion of the possibility of a downtown development authority.
- In September the City Council will hear formal presentations and approvals of the 2015 budget.

**NEXT CULTURAL SERVICES BOARD MEETING:** Tuesday, August 26, 2014, at 4:30 p.m. in the Loveland Museum/Gallery upstairs Conference Room.

## **III. Adjournment**

Motion to adjourn the meeting was made by Louise Kauffman at 6:10 p.m. Jan DesJardin seconded the motion. All approved the motion.