

**CULTURAL SERVICES BOARD**  
**MEETING MINUTES**  
**Tuesday, June 26, 2018**  
**4:30 PM**

**LOVELAND MUSEUM**  
**503 N Lincoln Avenue, Loveland, CO 80537**

**I. Call Meeting to Order**

The June 26, 2018 meeting of the Cultural Services Board was called to order at 4:30pm by Heather Fortin Rubald in the downstairs Foote Gallery/Auditorium of the Loveland Museum.

**Board Members Present:** Juanita Cisneros, Dr. Dierdre Cook, Jan DesJardin, Heather Fortin Rubald, Kris Ortmann, Libby Skowron, and Cornelia Winters.

**Staff Present:** Claire Havelda, Assistant City Attorney I; Susan Ison, Cultural Services Director; and Tegan Hollen, Business Services Specialist. Council Liaison John Fogle and Steve Lemmon, Rialto Theater Center Manager, were absent.

**Guests Present:** Al Reaud, Linda Rosa, and Larry Sarner

**Additions/Changes to the Agenda**

A New Meeting Date item was added to the *Cultural Services Reports* section of the agenda.

**Additions or Corrections/Changes to the May 22, 2018 Minutes**

There were no additions or corrections/changes to the minutes.

**Approval of the May 22, 2018 Minutes**

Jan DesJardin motioned to approve the minutes. Dierdre Cook seconded the motion. The motion passed unanimously.

**Public Comments**

*Al Reaud:* Al expressed his interest in what the Cultural Services Department does, especially in regard to visual art and public art. Susan mentioned the Visual Arts Commission and its meeting time, and also explained that the commission will soon have a vacancy should Al be interested in applying to serve.

Linda Rosa and Larry Sarner observed the meeting and provided no comment.

**II. Agenda Items**

**Board Reports**

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

## Cultural Services Department Reports

**Rez.Church/Rental Use Policy** – Susan spoke about the Rez.Church rental agreement contract, which has been finalized and will begin in September 2018. Heather reviewed her concerns about the agreement, and Susan and Claire addressed them with contract details. Cornelia brought up the issue about Rez.Church using the word “campus” in their marketing for their rental of the Rialto, and Susan explained that the group has been told it was preferred that they not use that language. Heather shared information she had gathered from other theaters who have similar long-term rental agreements as well as the Chilson Center rental policy. Claire mentioned that the Rez.Church rental agreement has sparked a City-wide discussion about rentals in all City buildings. Heather reiterated her concern about new groups getting a reservation at the Rialto amidst long-term rental agreements. Susan mentioned previous Rialto rental partners with low attendance at multiple performances being asked to condense offerings to maximize their success as well as Pulliam building rentals that were adjusted, emphasizing that if concerns arose during a rental they could be addressed and inform future contracts. Heather asked again about how to ensure groups do not monopolize space and time at the Rialto, which prompted a Board discussion about their role in making policy suggestions. Susan offered to gather material for the Board to review and further discuss their role at upcoming meetings.

**Summer Programming** – Susan Ison spoke about current and upcoming performances and events at the Museum and Rialto:

- *Concerts* – The new structure has been installed at the Foote Lagoon for the summer concerts and is ready for the first performance on Thursday, June 28. The Board discussed the procedure for determining if a concert needs to be canceled due to weather as well as the venue change from the Hammond Amphitheater to the Foote Lagoon for the concert on July 5.
- *Movies* – The Rialto Summer Movie brochure was reviewed and details were provided about the Kids Movie Club.
- *Exhibits* – The *Jaune Quick-to-See Smith: In the Footsteps of My Ancestors* exhibit will open to the public on Saturday, June 30. The artist presentation and member reception will take place on Thursday, June 28. *The Art of Cycling* and *Cuba in Transition* exhibits have received mostly positive feedback from visitors. Susan explained that one visitor expressed his dislike of the *Che* photomosaic in the Cuba exhibit, claiming that it was communist propaganda and that it did not belong in the Museum.
- *Events* – The annual Cherry Pie Celebration will take place on Saturday, July 7.

**History Days** – Susan Ison spoke about the schedule change for the 2nd Grade History Days program next year. Thompson School District will be starting school late on Wednesdays in 2019 so the Museum has adjusted the program to run in May split over two weeks. Schools will visit on a Thursday and Friday, break for the weekend, visit Monday and Tuesday, break Wednesday, and finish with visits on Thursday and Friday.

**Membership** – Tegan Hollen shared the new membership letter and card stationery now being used by the Museum, which has made the process of preparing and sending materials to members more efficient. A brief discussion followed about outreach to new Loveland residents regarding memberships and Museum events. Susan offered to share ideas from the discussion with Jess Killingsworth, Cultural Services Marketing Coordinator.

**Pulliam Community Building** — Susan Ison provided an update about the Pulliam building renovation project. The first Request for Proposal for the project received only one response that would have put it over budget. It was determined that a second request would be opened for a Construction Manager at Risk. This means that a manager would be chosen to act as a consultant to the City in the design development and construction phases and deliver the project within a guaranteed maximum price. The project received 14 responses for this request and five applicants were chosen for interviews. Once picked, the Construction Manager will be tasked with determining what work can be completed in Phase 1 of the project, such as fire suppression and elevator installation. Other items such as an updated HVAC system and changes required for ADA compliance will be part of Phase 2. The project will cost \$7 million total, of which \$2 million has been appropriate for the first phase. Kris Ortmann asked about the timeline for the project, which Susan does not expect to be more than 5 years.

**Event Calendars** — Susan provided information about the new Rialto season brochure that lists performances and events from September 2018 through April 2019. The Museum will have a separate brochure detailing its upcoming exhibits, classes, events, and programs as well as Art in Public Places news. Susan explained that splitting the brochures for each division is an experiment and they may be combined again in the future.

**New Meeting Date** — Susan explained that City Council will be reviewing the request to change the Cultural Services Board meetings to every first Wednesday of the month at 4:30pm. Upon Council approval, this change will begin on Wednesday, August 1.

### **City Council Report**

There was no City Council report given at the meeting as Councilor Fogle was unable to attend.

### **Miscellaneous**

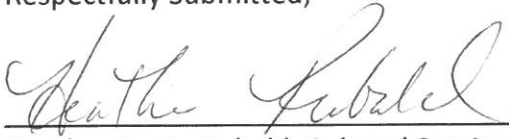
- Susan mentioned that the Visual Arts Commission has purchased a 22" reproduction of *Fearless Girl* by Kristen Visbal, which is currently being cast locally at Bronze Services.
- Juanita mentioned a story about how the combination of art and infrastructure is changing Colombia's murder plagued communities for the better. Cornelia mentioned a similar story about the positive changes brought about by inviting artists to paint murals on community buildings in San Miguel, Mexico. Susan explained that the Art in Public Places division has a program that helps fund murals in partnership with local businesses.

**NEXT CULTURAL SERVICES BOARD MEETING:** Upon approval by City Council, Wednesday, August 1, 2018 at 4:30 pm in the Loveland Museum upstairs Conference Room. There will be no meeting in July.

### **III. Adjournment**

The Cultural Services Board meeting was adjourned at 5:45pm.

Respectfully Submitted,



Heather Fortin Rubald, Cultural Services Board Chair

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