

Prince William County Arts Council
Monthly Board Meeting
Hybrid (Hellwig and Webex) Meeting Minutes
6:30pm, July 12, 2022

In Attendance: Herb Williams, Ron Crigger, Peter Alten, Angela Somers, Victor Harper, Mark Dodge, Wanda Smith, Sandra Lewin McClellan

Online attendees: Kelly Haneklau, Sean Peck, Lucas Berg, Ebenezer Allotey, Heather Gorrell, Krys Bienia, Herb Williams, Diane Bennet, Dawn Franklin, Muriel, Elysabeth Muscat, Susan Landess, Desirea Morre-Mitchell, Debora Madsen, David Roberts, Russ Ferrer, Dawn Franklin, Jackie Thomas, Catrina Stroman, Sean Peck, Carylee Carrington

Treasurer Report by Peter Alten:

1. 13 people have paid dues for FY23
2. Balance of \$765. Please do any TA Grant requests now.
3. Money allocated from the County to PWCAC is \$62,784. The executive board has developed a budget on what the Arts Council should use money for - like Arts Alive, In the Company of Laureates, workshops for members, public art events, relationships with schools, community art programs, etc. More details to follow.
4. Peter went to a workshop on how to write a grant. It was fabulous and free and there are 3 more workshops coming up at the Chinn Library on September, 21st: *Intro to Finding Grants*, October: *Steps for Cultivating Relationships with Donors*, November: *Intro to Project Budgets*

Sean Peck:

Woodbridge Choir and Shenandoah Sound-having issues with payment demarcation.

Russ: (Money Manager for Shenandoah Sound and Woodbridge Choir)

has made payments for both Woodbridge Choir and Shenandoah Sound

However, both receipts say Community Choir, even after updating online.

Herb Williams: clarified that he understood

Debra Madsen: (hand-raised) could not get through on Webex

Harper: asked how the Arts Council goes about creating events Ex: Every year Dale City has a Fourth of July parade and there is no presence of Arts Council or anything artistic. He mentioned it would be a good community outreach and way to broaden our demographics.

Angel: asked if there was a strategic plan for the Arts Council (long term goals, etc.)

Susan Landess: answered Angel and reminded the membership that there is a Strategic Plan that is in place and over-arching, but not a to-do list. She will send it out to the membership. She also addressed Harper's question about having a table at events but the Arts Council doesn't always hear about events or have people available to volunteer at the tables. Events the Arts Council produces are Arts Alive, Poet Laureate events, and Seefeldt Awards. PWCAC has talked about educational workshops for members and the general public. To be a full-time producing organization, the budget would go through the roof and the county will not give us that kind of money. Arts Alive has a relationship between the Hylton Performing Arts Center and the County and DPRT specifically. (for the last 8-10 years)

Peter: also answered Harper's question by adding we have set aside money for festivals and events to represent the Arts Council.

Herb: added he has been invited to speak with Dale City Civic League directly regarding doing some projects together and that PWCAC can work with other organizations to produce events.

Harper: added If we create more community awareness, the county will allocate more money towards us if we create a presence in the county.

Herb: added not just the county. We have had people come into the Open Space Arts. Having the brick and mortar makes a difference because people come in all the time to give things (like a piano), volunteer (to man the desk at OSA), because now they see it.

Dawn Franklin: Used to administer grants for the Federal Government and is a Contracting Specialist. She said writing grants is pretty easy for her and she can work together with someone and can define what the grant seeker is looking for. Has slides from the workshop Peter is talking about and willing to share. Herb will share with group.

Kelly Haneklau: in response to Harper's question, creating and supporting events goes through the Programming Chair (currently Susan Bardenhagen).

Susan Landess: Arts Alive applications for performers, due by July 15, 2022. Have new vendors this year, tents out front, similar to last year. Vendor applications due by September 1st. Herb and Ron to talk with Susan about further details.

Herb Williams: Audit has been completed. DPRT has not received the official document, but has gone through it with the auditors. Janet, Herb and Seth have gone through it and went back to auditors with some requested changes. A few of the things that were issues that we need to resolve deal with the TA Grants and the general operating grants. Those are things we are laying out the formats for and hopefully I will be able to present that to you at the next meeting. The overall discussion or the reoccurring items were outreach as well as my position. The position entails a lot of work and will go before the Board of County Supervisors to be voted on. Open Space Arts (OSA) is doing very well and it has become a visual for the PWCAC and things going on. Herb asked members for information about upcoming events (including brochures, etc.) and to bring them by to OSA and carve out time to volunteer at the desk. Herb encouraged members to come in and see the space and volunteer time to work the desk. It is high traffic and great visibility. Saturday, over 150 people came in the doors. PWAS is working hard to volunteer and even pays for a cleaning crew for the space. 15000 Potomac Place Suite 140, Woodbridge, VA. PWAS did an art event for some homeschoolers. Over 275 email addresses have been collected from OSA, the DPRT will allow PWCAC to use their iPad for part of the time for this task. There are a couple of big shows coming up at OSA- Aug 19th Ghana show (photographer who is a member of the arts council will be a part of the show, Tema Choir will perform, drummers will perform, restaurant will donate food, etc.) Hispanic Heritage Show coming up on Sept 21st. Herb would love to have PWCAC members there to participate. Herb would like to request support from the Arts Council for entertainment at the Hispanic Heritage Art Show - \$500 to pay for entertainment. Herb is calling this the first annual event.

Harper: offered to contact a Cuban salsa group based in DC and offered for them to be a part if the entertainment.

Herb: asked Ron if he was in a position to make a motion for the \$500. Wanda said he could not because he is not a member, he is a liaison. Ron said he is an ex-officio member of the Arts Council, so he does have voting rights.

Dawn Franklin: asked if Herb was going to send out a sheet with volunteer requests for the event. Herb said they would definitely do that.

Dawn Franklin: also asked if we were using the arts center on Battle Street in Manassas for anything and said it would be a good display area for monthly kid's art.

Herb: In response to Dawn – Herb said, "no".

Herb: The Arts Council received a grant from Virginia Arts Commission for \$4500. The money will be dispersed to the grantees. (Matching grant for the granting program)

Sandra McClellan: told Dawn that Jordan Exum with the ARTfactory is the contact for displays but they are booked out a year in advance.

Susan Landess: Displays are part of ARTfactory's business. If the quilters want to propose something to them, that is fine but they are not part of county programming.

Dawn: asked if we could get a list of the programs and Susan L said to contact the ARTfactory.

Ron: Asked if any Vice Chairs have any comments. Debra had her hand up but could not connect. Open forum time. Ron announced upcoming shows: Manassas Symphony Orchestra and PW Little Theater –Friday, Saturday and Sunday at the Hylton Performing Arts Center. Ron plans to be there representing the Arts Council.

Diane Bennet: A lot of tickets have sold for the Manassas Symphony Orchestra - please get yours now and come to the show.

Desirea Moore-Mitchell (KPAC) is having a STEAM camp at the Hylton Performing Arts Center. There are 30 participants from 3 different middle schools specifically Title 1 schools. At the end of the camp there will be a performance. Performances will be on the 30th and 31st.

Kelly Haneklau: Has artwork on display at OSA and Creative Brush Studio. Asked what the process is for getting a workshop started at OSA. Informed group of a nonprofit she founded called Art of Life Charities (AOLC). The mission is "Employing the Arts to Support Communities in Need". It is an art-centric volunteer-led charity that is always looking for volunteers. The first event is an Art Gala that will be held on September 17th at Madison at the Mill in Orange, VA supporting Therapeutic Adventures (a 40-year-old charity that helps people with complex medical needs from traumatic brain injury, cancer, loss of limb, blindness, etc. enjoy outdoor activities through specialized programming, support and equipment.) All monies raised after expenses go to the charity. Each year a new charity will be chosen to support in alignment with the AOLC mission. She invited everyone to attend and asked for art and/or musical donations and volunteer help to those interested. Contact information www.artoflifefcharitites.org.

Herb: has just been given the go-ahead from Seth to add the workshop information to the website.

Kelly: Asked how Herb went about hosting his Theater workshop at OSA and what the process for members is to have workshops of their own.

Herb: Stated he paid for the workshop himself but he has all of the information for the workshops and he will put it on the website for the members so every member will know how to do it.

Wanda: asked about the members in attendance due to the screen names with a telephone symbol. (Members were identified.)

Sean Peck: stated that since we have so many new members it might be useful to have an orientation meeting in the near future.

Ron: stated we could do a meeting outside of the meeting for a meet and greet and would be nice in person.

Wanda: Thanked those who ran for office at the last meeting: Lynn Godino, Russ Ferar and Tom Meyer. She also thanked Scott Olsen, Charles Sinclair, Lisa White, Martha and Brett (who answered Herb's press release) and she hopes everyone will keep interest in the Arts Council.

Ron: Asked members to please read the newsletter. He stated he likes people to talk and does not like to cut people off but will if it goes on past the meeting time. One of his goals as Chair is to make sure the Arts Council becomes a household name. He has spoken with the Chiefs of Staffs from the Board of County Supervisors and they feel the Arts Council is really not doing anything in the county. Although the Arts Council has some events, the staff feels they can do more. He believes if we start doing more, they will start giving more. His passion is to get students involved in the arts. He is going to start making recommendations for the Seefeldt Awards. He stated that status quo is not good enough and the Arts Council needs to change things up and hopes that members help one another more. Making membership worthwhile by supporting one another and going out and attending events is one way. He wants to make sure we are all working together. The last few months have been a little difficult for some of us. Fortunately, not everyone was privy to some of it - including some emails behind the scenes, and those things will change. There is a right way and a wrong way to do things. There should be new events and we need people to produce them and volunteer for them. He has ideas for the Arts Council for productions and has connections with the Miss America pageant and is trying to get them more involved with the Arts Council. The palette at the bottom of the agenda was added due to a mention from Sandra about visual arts not being represented as much. He wants the Arts Council to decide if we are meeting back in person or a hybrid. He is also working on something with the Coles District through Supervisor Vega. For the appointed representatives, please communicate with your supervisors and provide Arts Council reports. Contact is roncrigger@comcast.net.

Herb: thinks we need to go in-person. We need to step up and be a part of it and be vigilant of the charter and what it says as far as members missing meetings to be consistent to be effective.

Ron: feels in-person is better

Sean: says we live in a different world and if it weren't for virtual, he would not be able to attend this meeting. However, he will be in-person when he can.

Herb: thinks we need a reset. Right now, it is ineffective and there needs to be a reset to make sure we are aiming towards the outreach the BOCs are wanting us to do. Right now, because we have not done it and people are willy-nilly about what they will and will not do. In-person is important.

Harper: agrees with in-person

Angel: Agrees to in-person meetings but asked if we can come to an agreement about those who want to be there but sometimes cannot be. Ex: a small percentage of the time it can be virtual.

Herb: Seth and Janet requested that he puts out to Ron a "board-reset" in order that the board can come together and begin to work on a strategic plan that is going to be effective so we have focus on things to work toward for the fiscal year. All hands-on-deck so we know what people are doing and we know who is involved with the Arts Council.

The proposal from Seth and Janet is to have two work session meetings for that purpose. Once we have that we can work from there.

Wanda: Asked what other county offices are doing for meetings.

Ron: Virtual from county groups he is a part of.

Herb: Most of the county offices don't do programming.

Wanda: Would not have been at tonight's meeting in-person had she known about the storms.

Ron: We will set up two board work sessions separate from a regular meeting. We will get with everyone on that. Next month we will stay hybrid for now.

Wanda: wants to know if the work sessions are for the hybrid vs. in-person meetings.

Ron: the board needs to decide on the hybrid vs in-person

Peter: can we have a training session meeting about how to be on Webex?

Ron: Not seeing a picture on the screen of the person in attendance is not acceptable. We really do want to see your faces so we know you are engaged.

Kelly: Chat report: Debra Madsen had to leave the meeting and asked Kelly to call her. Desirea Moore-Mitchell from CPAC cannot see herself and we cannot see her. Muriel said, "hybrid please – virtual attendance is the new norm". Dawn Franklin asked about art needs (tables/staffing) for events, recommends art from non-professionals. There are a lot of students who have qualified to go to college based on their art. School-age through senior citizens and veterans. We need to spread out.

Kelly: (addressing Dawn) There was a student art sale at OSA last month and contact Susan Bardenhagen (Program Chair) for further programming ideas and to set up a volunteer squad. Then the idea can be presented to the board for approval.

Wanda: stated she is not familiar with Webex. Asked why the members are on chat and why she cannot see it. Members should be able to raise their hand instead of type.

Kelly: Explained that is why she read the chat notes allowed. It's visible for everyone and she will include the chat notes in the meeting minutes. Typing in the chat is helpful so the speaker is not interrupted.

Ron: At the next meeting, we will have someone in charge of the chat so Kelly does not have to focus on that while she is typing the notes. We will do at least one work meeting before the next meeting.

Peter: made a motion to adjourn the meeting

Harper: seconded the motion

Ron: meeting adjourned (7:32pm)

Prepared by Kelly Haneklau. Rev. 1/4/23 with Webex Link below:

Webex meeting recording: PWC ARTS COUNCIL-20220712 2249-1

Password: aPNpTKg8

Recording link: <https://pwc-doit.webex.com/pwc-doit/ldr.php?RCID=2b72a302bdf31e856eda91a1744bc6a>