

**Prince William County Arts Council**  
**Monthly Board Meeting**  
September 13, 2022 at 6:30 PM  
Hybrid Meeting – Hellwig Conference Room and Webex

**Attendance (in-person): Kelly Haneklau (Secretary, Brentsville Appointee), Victor Harper (Board Member), Susan Bardenhagen (Vice Chair Programs), Angel Lopez (Occoquan Appointee), Peter Alten (Treasurer), Alice Mergler (Vice Chair Marketing), Wanda Lee Smith (Neabsco Appointee), Susan Dommer (Manassas Chorale), Sean Peck (Shenandoah Sound, Board Member), Seth Hendler-Voss (DPRT Director), Herb Williams (DPRT Arts Recreation Specialist), Deborah Madsen (Vice Chair Nominations)**

**Online attendees: Heather Gorrell (Board Member), EM Smith (Hylton Performing Arts Center), Susan Landess (Board Member, Hylton Performing Arts Center), Krys Bienia (Woodbridge Dance Company), Christine Mastrangelo (Prince William Little Theater), Angela Somers (Somers Voice), Susan Furr (Prince William Arts Society), Ebenezer Allotey (TEMA Choir, USA), Jackie Thomas (GEM Theater Productions), Sujan Sedhai, Jordan Exum (Board Member, ARTfactory), Elysabeth Muscat (Board Member, Virginia National Ballet), Tom Meier (New Dominion Choraliers), Catrina Stroman (Potomac Appointee), Dawn Franklin (Gainesville Appointee), Lynn Godino (Lake Ridge Chorale)**

16/25 Directors present for quorum (**Directors in bold above**)

**Agenda**

Call to order

Introduction of guests

Approval of Minutes

Committee Reports

- a. Programs
  - i. Arts Alive Wrap Up
  - ii. Poet Laureate
- b. Marketing
- c. Nominations

Treasurer's Report

Liaison Report

DPRT report

General Open Forum

Adjourn

Meeting called to order at 6:33pm by Kelly Haneklau (temporary Chair appointed by Ron Crigger). Wanda Lee Smith said Ron could not appoint Kelly. Herb Williams said we will discuss it when Ron Crigger returns. Kelly announced Dawn Franklin volunteered to take the meeting minutes.

Kelly Haneklau: Minutes -move to approve minutes from July with two extra items. Discussion: Susan Bardenhagen stated some people haven't seen them and they are still not accurate. Kelly Haneklau stated corrections from Wanda could not be verified on the recording. Susan Bardenhagen moved to table the July minutes. Wanda Smith Seconded. Approved.

Kelly Haneklau: Minutes from Aug – a couple of items not on recording – collection of the \$4515 and \$213 – added as discussed. Susan Bardenhagen motion to table the August minutes. Victor Harper seconded. Approved. Angel Lopez asked purpose of the Meeting Minutes, Kelly said it should be a synopsis.

Susan Landess: Arts Alive report on 11 Sep 2022. Great on the ground accolades. Hope to have even more vendors next time. Next year's in 10 Sep 2023. 1500 people came through to participate. Susan Bardenhagen: different schools, Councilman, etc. were represented and all had fun. Herb Williams: Post event analysis would be a great idea.

Alice Mergler: Poet Laureate Crowning Oct. 9 at Hylton Center – expecting about 50 people – Poet Laureate selection with winner announced. Judges are invited. Special trophy to whomever has continued over the years, Asked BOCS for a Poet Laureate Day on that Monday. Celebrating Arts Counsel.

Alice Mergler: Marketing Committee – want 6 members mtg 1x per month. Have mtg space at Stonebridge. TBD. Sign up or CHAT. Manassas Park – POC moved and no representative. Went to city council mtg (Preston Banks) Sunshine will represent herself. Park Center is wonderful space and represent selection of activities in their community and we need to be more involved. We need a brochure – to be discussed at marketing mtg

**Nominations Report:** Deborah Madsen volunteering but want to discuss with Wanda to see what's involved for expanding membership. What ways can we do?

Herb Williams: we want to be prepared to navigate who people are and what they can offer as their strengths and interests. Will help this Spring when looking for new Board members. How to share information with the general public? Been off track with charter past 2 years. Herb gets applications – name and they applied. We need to expand and come to this BOARD to review and accept. Need to go back to Charter support. Anyone interested in Nomination Committee, currently 2, speak up!

**Treasurer's Report:** Peter Alten stated \$2695 in dues, 46 members, no TA grants have been awarded. Everyone has seen draft budget – got very few comments. Motion to approve Budget? County allocates \$62,740 started 1 July. TA grants come out of members' dues. Poet Laureate only takes place in odd years – leave it in as it can be moved forward to Oct as we started in March. Can shift money to another project. Why is county charging us for travel? Herb- everyone benefits from me furthering the arts council. Didn't know it comes from our budget. Should be eliminated from budget as its salary/personnel related. Hanging art in McCourt building – status? Talk to Herb if anyone has an idea of how where to spend money. One school is interested in having an artist come once a month to do special projects. (Herb). If we're going to pay someone to do this, it needs to be pretty spectacular.

Seth offered to remove Communications, Telephone, Travel/Fares, Printing, Office Supplies, equipment, salary from the budget. Motion made by Peter to accept budget. Seconded by Angela. Motion passed.

Chinn Library has 3 free workshops. 21 Sep – Grants; Oct - 8 steps to cultivating relationships. \$215 and \$2040 – was called dues income but really from actual paid workshops. Some confusion and need to research and add a line for workshops vs co-mingled. Thousands of dollars went back to county but it really didn't.

**Liaison Report:** Herb Williams stated letters and vouchers will be sent re grants. Will be out once approved and we have completed our side for 1<sup>st</sup> round of grants. 16 Sep will be closing date then determinations will be done. Freedom HS and Neabsco Elementary School are both interested in arts program as they are not being served due to lack of funding. We need to focus in on those schools to help build process. Freedom – 1x per month Oct thru May. Let's create roster/program utilizing our strengths.

**DPRT Report:** Seth Hendler-Voss: Outcome of performance audit – board directive issued back in July, status of public arts policy which BOCS explored. Audit robust mostly to arts panel grants – recommended some improvements – develop a more detailed accounting system to match programs being administered. 2<sup>nd</sup> – create application checklist for TA grants – in addition to current form. Audit is available online. 2<sup>nd</sup> Item: Board in July, adopted audit report issued a Directive – evaluate purpose and process of PW Arts Council and return recommendations. Question functionality and purpose based-on email traffic BOCS have been getting. Better understand and provide best level of service to the public to set it up for success. Seth and staff will be working with Council to rectify issues such as nomination acceptances, charter ambiguities, and basic housekeeping. Intent is not to dissolve the Arts Council. Our resources will come when chart a course to succeed.

Alice Mergler: Hardest part for group – is COMMUNICATION. Webpage isn't working and we need to be able to advertise our programs. We need a better website – working to outside world as this is the way Parks and Recreation works. Seth: Easy list and can be addressed. Herb- website outdated and server going down. Have a committee and selected 3 different websites to review and pick the best one. This was voted on.

Seth Hendler-Voss: If BOCS has questions, we should hear about it and meet to support program. Concern is questioning the mechanism to provide a productive program. BOCS is committed to the Arts. BOCS getting signals about group dysfunction. Discussion about an email sent out but comments were deemed by some to be untrue.

Sujan Sedhai: Did the BOCS set up goals for the Arts Council to meet? (Seth) No. We have goals and have flexibility to create our own. Not about not meeting metrics. Based on Charter on what Council is – baseline and mission statement give target goal creations. Already present in Strategic plan thru 2024.

Policy from BOCS – to provide them with a draft policy covering how art is installed on public property if using tax dollars added to county assets, need a fair process to make this happen. Present some options to BOCS on date unknown and then a policy will HAVE to be structured and approved. Collaborative very significant role for the Arts Council if this moves forward. Funding every year supported without question. Need BOCS to get policy in place and dedicate funding. Since it's out of PWC what happens to Manassas Park and the City?

Wanda: Treasurer's report – year end fiscal report – Peter doesn't have the same figures. Depends on who you are talking to. (Seth told her \$5450 collected, paid \$3314.07 TA grants, \$2135.07 county got back) Every month getting different figures. Motion to table this issue indefinitely and move forward with a very precise report. Money has been returned. Appears to be two sets of numbers being provided. Look into the staff issue. Aware of conflicting numbers.

Kelly: Made a motion to table the Treasurer monetary discrepancy. It has been addressed and noted multiple times. Harper seconded the motion. Wanda apposed. Approved.

Angel Lopez brought up the idea of having Arts Council meetings at Open Space Arts.

Susan Landess thanked Susan Bardenhagen on behalf of Ellen Carlton of New Dominion Choraliers for helping at their concert.

Seth Hendler-Voss: said he is looking into a possible staff issue on financial side of things. We need to be attending Board meetings to keep aware.

**Announcements:**

- 9 Oct Susan is retiring. Em Smith will be the Hylton Representative. Board will need to elect a member to fill Susan's spot. Send info emails to Kelly and Herb.
- Susan Dommer: First meeting, 8 Oct Performance of Manassas Chorale Broadway Concert at the Hylton at 7:30 pm. Greater Manassas Children's' Choir is a part of it, Finishing membership now. Let them know of children who like to sing. Becky Verner and Susan Dommer heading it up.
- Sandra McClellan Lewis New exhibit open on 21<sup>st</sup> – Hispanic Heritage Show. reception, 200 pieces of art displayed- at Open Space Arts in Woodbridge, VA. Tall Oaks Community Center Oct. 1; Occoquan Craft Show, PetoberFest at OSA– PW Arts society will have art for sale – Oct. 15. Most art will relate to pets.
- Herb: Thanked Susan Landess for all of her help. Round of applause for Susan.
- Kelly: Got Email from Page B at Brentsville Courthouse. 21 and 22 Brentsville email going out – looking for soldiers, spirits and scarers, etc. Art of Life Charities event on Sept 17.

Kelly Haneklau addressed the members and asked to send in their name and email for online attendees.

Alice Mergler made motion to adjourn the meeting. Harper seconded it. Meeting adjourned at 8:05 pm  
9/13/2022

Minutes submitted and prepared by substitute Secretary, Dawn Franklin.  
Edits by Kelly Haneklau.  
Rev. 1/4/23