

Prince William County Arts Council
2023 Annual Meeting
James J. McCoart Administration Building

The annual membership meeting of the Prince William County Arts Council (PWCAC) was held on Tuesday, June 13, 2023, at the James J. McCoart Administration Building. Chair Alice Mergler called the meeting to order at 7:05 pm.

Roll Call: A quorum was present at the meeting, with 18 directors in attendance.

Members of the Board Present

1. Alice Mergler – Board Chair
2. Peter Alten – Treasurer
3. Susan Bardenhagen – Vice Chair for Programs
4. Victor Harper – Vice Chair for Marketing
5. Debora Madsen – Vice Chair for Nominations
6. Wanda Lee Smith
7. Jordan Exum
8. Elysabeth Muscat
9. Kim B Miller (Poet Laureate Emerita)
10. Jackie Thomas
11. Jesus Torres
12. Sean Peck
13. Ebenezer A. Allotey
14. Ron Crigger
15. Kelly Haneklau
16. Diane Bennett
17. David Roberts
18. Heather Gorrell

Members of the Board Absent

1. Carylee Carrington
2. Brenda Johnson
3. Jina Kang
4. Desirea Moore-Mitchell
5. Catrina D. Stroman
6. Dawn Franklin

Staff Present: Seth Hendler-Voss, DPRT Director; Herb Williams, DPRT Arts Recreation Specialist; Kevin Costello, Tourism Director; John Blevins, Assistant Director for Recreation; Janet LaFleur, Recreation Senior Manager and Donald Garrett, PRP, Parliamentarian.

Board of Directors Election

Pursuant a resolution adopted by the Prince William Board of County Supervisors on June 6, 2023, the Prince William Board of County Supervisors voided all elected Arts Council board member terms effective June 30, 2023, to be replaced by up to ten (10) newly elected board members which will begin their staggered terms on July 1, 2023.

Debora Madsen moved, *“That the Arts Council set the number of elected directors to ten, exercising the Council’s authority to elect the maximum number of directors.”*

- The motion was **ADOPTED**.

Debora Madsen, Vice-Chair of the Nominations & Membership, presented the committee’s slate of nominees:

- Director with a term ending in 2024:
 - Carylee Carrington
 - Jordan Exum
 - Elysabeth Muscat
 - Sean Peck
 - David Roberts
- Director with a term ending in 2025:
 - Peter Alten
 - Alice Mergler
 - Victor Harper
 - Kim B. Miller
 - Jackie Thomas

Nominations from the floor:

- Director with a term ending in 2024:
 - None
- Director with a term ending in 2025:
 - Susan Bardenhagen
 - Ellen Carlton

The nominees were permitted to address the meeting for up to 2 minutes. The polls closed at 7:40 pm. The Chair appointed the Parliamentarian, Debora Madsen and Ron Crigger as tellers to count the ballots.

Annual Reports

The Treasurer and the Arts Liaison Specialist presented annual reports to the meeting. The standing committee reports will be presented in writing to the membership.

Election Results

Ron Crigger announced the following results:

Election: Director with a term ending in 2024

Number of votes cast: 26

Necessary for election: 14

- Carylee Carrington received 24 votes.
- Jordan Exum received 25 votes.
- Elysabeth Muscat received 24 votes.

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- Sean Peck received 26 votes.
- David Roberts received 24 votes.

The Chair declared Carylee Carrington, Jordan Exum, Elysabeth Muscat, Sean Peck, and David Roberts **ELECTED** to the PWCAC Board of Directors for a one-year term ending in 2024.

Election: Director with a term ending in 2025

Number of votes cast: 28

Necessary for election: 15

- Peter Alten received 26 votes.
- Alice Mergler received 19 votes.
- Victor Harper received 25 votes.
- Kim B. Miller received 26 votes.
- Jackie Thomas received 24 votes.
- Susan Bardenhagen received 4 votes.
- Ellen Carlton received 9 votes.

The Chair declared Peter Alten, Alice Mergler, Victor Harper, Kim B. Miller, and Jackie Thomas **ELECTED** to the PWCAC Board of Directors for a two-year term ending in 2025.

Announcements

- Heart House Inclusive Productions will perform Sponge Bob during the last week of July and the first week of August.
- GEM Theater is having an information session via Zoom for its fall production of The Eagle Stirreth Her Nest.
- Manassas Symphony Orchestra will be performing Oliver with the Prince William Little Theater July 14-26, 2023, and will host a pops concert on August 27 at the Harris Pavilion.
- Greater Manassas Children's Choir will be opening an additional children's choir this fall and sponsoring the Manassas Baptist Summer Music Camp.
- Tema Choir USA will have a summer concert on August 12, 2023, at Open Space Arts.
- Minor Miracles Summer Art Camp for youth will be held July 18-22, 2023.
- Woodbridge Community Choir will host an 80's Rock and Roll Concert on June 17 and 18, 2023, at the Ferlazzo building.
- Open Space Arts will have a Pride show on June 23, 2023.
- Bee Festival in the City of Manassas on June 24, 2023.

Adjournment

The meeting adjourned at 8:11 pm.

Alice Mergler
Board Chair

Attachments: Standing Committee annual reports.

Vice Chair Marketing

Our Marketing year was directly involved with the Programs Committee. We helped with all the major Arts Council Activities: Arts Alive, the Poet Laureate for 23-24: Nominations, Voting and Celebration, A fun Hispanic Festival in Manassas Park, and Spring Activities as requested by our Organizations. These included the Bee Festival in Manassas where our Arts Council Table was visited by more than three hundred guests.

Open Space Arts was a marvelous way to show off the art of many Arts Council members. This space has brought amazing attention to our activities.

The Arts Magazine(news letter) has also added a great deal of pride to forecasting and showing off our members' activities. We look forward to a great 23-24 year with all of us featuring our Council!

Vice Chair Nominations:

Nominations End Of Year Report 2023

Debora Madsen Vice Chair for Nominations

Committee Members:Jordan Exum, Debora Madsen and Elizabeth Muscat

Time Line of Activities:

- Ms. Madsen is elected Vice Chair of Nominations (Spring 2022)
- In email, Wanda Smith provides her list of Board Members for the coming year as well as information from the work she had previously done on the Nominations Committee, in order to help us to look ahead and prepare for Spring nominations. (November 2022).
- The PWC Arts Council approves the new Charter (March 2023)
- Jordan Exum and Elizabeth Muscat agree to join the Nominations Committee (March) and attend a public meeting on 5/5/23 at the ArtFactory in Manassas to discuss possible directors.
- The Committee shares the suggested list of ten directors at the May Arts Council meeting as well as a list of those suggested for the Executive Committee for the coming year. (May 9, 2023)
- The PWC Board of County Supervisors approve the new Arts Council Charter on (June 6, 2023)
- Ms. Madsen conferred with committee members via telephone in order to finalize a list of suggested nominees and to divide them into two equal groups of five to comply with the newly approved charter regulations.
- The suggested Board of Directors is elected at the annual meeting. (June 13, 2023)
- The election of officers will take place at the July Arts Council meeting.

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Statement from Ms. Madsen

This report is an overview of what we did this year. I will forward any of my notes, emails, agendas, handouts, etc. to the new Vice Chair of Nominations for the coming year.

I want to thank all who helped me through this transitional year. The Nominations Committee believes that our newly elected board is an excellent group to lead us forward. Please respect these people, thank them, and offer to help with our activities and events. Support your fellow Arts Council members. Attend their events, read their writings, appreciate their art. Share this enthusiasm with your friends! Enjoy your gifts!

Recommendations for Executive Board 2023-2024

We suggest that some people stay on in the interest of continuity as we are still in a transitional period. (Peter Alten, Victor Harper and Alice Mergler)

We recommend others to the executive board who bring interests and skills in the areas of organization management, hospitality, programming, writing and facilitation.

(Jordan Exum,

Kim B. Miller, Sean Peck) Bios are available! All people listed have been contacted by Ms. Madsen and agree to hold these positions if elected.

Vice Chair Programs

(This report was sent as a separate email on June 29, 2023 to many Arts Council members and directors)

PWCAC 2022-2023 Program Vice Chair Report, Susan Bardenhagen

July-September- With Hylton staff in lead, organized volunteers to help with reception table's materials and members' swag, check-in, student volunteers, emcees & presenters, scripts, and plan B for rain. Hylton Chair Susan Landess declared day, **September 11, 2022 Arts Alive!** a success.

September-May- Based on previous PWCAC's program chair's role and the direction given by chair pro tems in August & October, attempted to schedule workshops approved in the FY23 budget. Working with previous template for 2014, Hylton staff, and Kennedy Center expert, planned and announced workshop on Accessibility & Supporting Inclusive Audiences" for February 18, 2023. Chair Alice Mergler canceled the event with no reason given. Followed all new guidelines for public notice of meetings from members and public with 5 meetings planned properly with only 3 announced by the secretary with 8 attendees and suggestions for April meeting. Coordinated with DPRT Director Seth Hendler-Voss on four workshops that could be presented by County staff and he suggested venues/dates on also approved topics in approved budget. Despite this preparation, interruptions and negative comments by liaison and another director prevented any scheduling or moving forward in April and the stall to schedule resulted in no Saturdays available for the Hylton and possible dates at two other venues were then unavailable. *This was one of my greatest frustrations- not being able to schedule the workshops the PWCAC had approved in our budget.*

December 3, 2022- A) Invited by Senator McPike's staff to attend the presentation of special resolution for the PWCAC's 30th anniversary, but was excluded from presentation or photo by Peter Alten. **B)** Assisted Tema Choir with both finding a new venue for their concert and securing musicians after the high school venue and the expected musicians were unavailable. Through a wonderful collaboration and support from the New Dominion Choraliers' board and Tiffany Minor (PWCS staff), community leaders, and musicians from the Manassas Symphony Orchestra, Prince William Community Band, Woodbridge Flute Choir, and NVCC staff- the concert went on as planned with a good-sized audience.

December-May- Began the previous 10 years' process of planning the Seefeldt Award program with asking Ms. Seefeldt about her availability and getting a "save the date" with the Hylton's calendar. Told by DPRT and Chair AFTER the January meeting that neither was appropriate until the Board of Directors had a vote on suggested dates and program plans. At the March meeting with three properly conducted Seefeldt planning committee meetings with the 4 members, our plans were presented as a motion to which a substitute motion was made to cancel the event that was defeated. Due to a constrained timeline, DPRT worked directly with the committee's planning and requests with Amir and the communications staff to produce both nomination form and invitation RSVP for online and email distribution; unfortunately, the emailed invitation was not sent to most of the PWCAC current and previous artists and organizations, and many of the contacts on the submitted list for elected officials and jurisdictional community leaders. With great effort to reach out and be inclusive, two hundred guests did attend the successful event on **Monday, May 8, 2023 from 7-10 pm at the Hylton Performing Arts Center**, including a wide range of people across the greater Prince William County region with over 70 student performers and 13 student visual artists.

May-June- As Vice Chair of Programs and previous 5-time chair/committee member of the **Arts Alive!** planning Committee, submitted samples of requested performers applications to Hylton staff and looking to calendar date of **September 10, 2023 that was set in 2022-** I am pleased to report that the 2023 event planning is moving forward and the request of the performers identifying as an Arts Council member is included for the first time since 2017's format, as was stipulated by the PWCAC's committees when the first MOU was arranged in 2013. **For the revised FY22 membership categories and perks, priority for scheduling for current members at Arts Alive! was included.**

Treasurer:

Prince William County Arts Council Annual Treasurer's Report

- 1 The balance at the beginning of the period was \$64,843 allocated by the county.
The income for the period was \$0.
The expenses for the period was \$44,377.

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The balance at the end of the period is \$20,466, and upcoming planned expenses are approximately \$19,000 (art supplies for school field trip events at OSG and photography and sound equipment).

2. The balance for member dues at the beginning of the period was \$0.

The income for the period was \$4,532.

The expenses (TA grants) for the period were \$4022.

The balance at the end of the period is \$510, and upcoming planned expenses are \$0

3. Nine (9) Technical Assistance Grants were awarded for a total of \$4,022.

Lake Ridge Chorale - \$500, 1/10/23

Woodbridge Music Club - \$500, 3/14/23

VA National Ballet - \$500, 3/14/23

Prince William Art Society - \$318, 3/14/23

Tema Choir USA - \$500, 3/14/23

Manassas Symphony Orchestra - \$260, 4/11/23

Clearbrook Center of the Arts- \$500, 4/11/23

ArtFactory - \$444,, 4/11/23

GEM Theater Productions - \$500, 4/11/23

4. The balance for donations and special events at the beginning of the period was \$0.

The income for the period was \$3,150.

The expenses for the period was \$0.

The balance at the end of the period is \$3150, and upcoming planned expenses are \$0.