



Adams County  
Cultural Council Retreat Minutes  
Thursday, September 14, 2023  
9755 Henderson Road Brighton, CO 80601

- I. Call meeting to order – Joyce Downing called the meeting to order at 5:40 P.M.
- II. Roll call – Melvin Wardlow  
Present: Joyce Downing, James Towle, Emily Burr, Jesse Martinez, Megan Hartline, Ericka Hernandez, Aaron Vega, Roberta Ayala, Lawrence Dunn  
Absent: None  
Participants in attendance: SCFD Program Manager, Dana Manyothane; Adams County staff, Zoe Ocampo, Melvin Wardlow, Gabriel Rodriguez
- III. Motion to approve the agenda
  - a. Motion made to approve the agenda by Joyce Downing, moved by Emily Burr, seconded by Roberta Ayala; No opposed – motion passed
- IV. Motion to approve May 18, 2023 minutes
  - a. Motion made to approve the minutes by Joyce Downing, moved by James Towle, seconded by Ericka Hernandez; No opposed – motion passed
- V. Update
  - a. SCFD Tier III Scoring Rubric Subcommittee Update – Emily Burr, Adams County Cultural Council Representative, participated in two meetings consisting of one representee from each county. Subcommittee agreed upon a unified scoring rubric and scoring instructions. Components of the scoring rubric include EDIA, financial responsibility, and community impact. Unified Scoring Rubric will be implemented in 2024 grant cycle.
  - b. ACCC representee Emily Burr recommended to invite Monica Williams of The Equity Project be invited to speak to the Council. Dana Manyothane confirmed SCFD's plans to have her speak to

all Councils in 2024, date tbd.

- c. Thank You Celebration Event Update- Zoe Ocampo - Event will be held at The Waymire Dome at Riverdale Regional Park; Biscuits and Berries will cater a Farm to Table dinner featuring local produce; Cleo Parker Robinson, winner of the National Medal For The Arts, will be a guest speaker, along with a performance from her dance group; The Briana Harris Trio music group will perform; Joyce Downing to speak on behalf of Adams County Cultural Council; Board Of County Commissioner Steve O'Dorisio to speak; DAVA to provide centerpieces.

## VI. New Business Items

- a. 2023 Debrief/ Roundtable Discussion -Joyce Downing- Members discussed adding a mock application to score, and an additional Study Session, from 4 to 5. Study Sessions in person instead of virtual was discussed; Council to keep virtual.
  - I. Motion to move from 4 study sessions to 5 made by Joyce Downing. No opposed- motion passed
- b. 2024 Process & Kickoff Meeting- Joyce Downing brought up verbiage used when reviewing an organization application, and reminded the Council to notice bias when scoring or commenting on the grants. Further discussion to be had in 2024 Kickoff Meeting and with The Equity Project training.
- c. 2024 Documents Guidelines, By-laws, 2024 Calendar Review
  - I. Guidelines – Changes by Council include using the rubric to score GOS applications in 2024; Change from a minimum of 20 to 30 percent of Earned Revenue possible; Change from a cap of \$40,000 to \$65,000 possible; Will continue to use GOS formula and new Council scoring; No changes to projects.
  - II. Bylaws – no changes
- d. Board member terms ending: Emily Burr, Roberta Ayala, Ericka Hernandez; members will need to reapply if interested in another term.
- e. Release of Funds – Northglenn Arts Humanities Foundation, Arts Parade 2021. Request remaining 25%. Total cost of project \$23,500 / Received 75% - \$17,625.00; request remaining 25% - \$5,875.00.
- f. Release of Funds - Brighton Cultural Arts Commission, Sculpture on Loan Program 2021. Request remaining 25%. Total cost of project \$28,466 / Received \$21,350.00; request remaining 25% - \$7,116.00
  - I. Motion to approve fund release for Northglenn Arts &

Humanities Foundation made by Joyce Downing to release funds. Moved by Aaron Vega, seconded by Megan Hartline; No opposed- motion passed

- II. Motion to release fund for Brighton Cultural Arts Commission made by Megan Hartline. Moved by Aaron Vega, seconded by Emily Burr. No opposed – motion passed

VII. Other Business – None

VIII. SCFD Updates -Dana Manyothane

- SCFD Next Board meeting Thursday, September 28 at 1:00 P.M. The meeting will be virtual and each Council Liaison and /or chair will give a 5-minute presentation. The board will pass a resolution to release the Tier III funds for the current cycle.
- SCFD Revenue Report: July 2023 SCFD sales and use tax revenue was \$7,406,422.56. The 2023 year to date (YTD) sales and use tax revenue is \$48,940,202.03. This is compared to YTD 2022 sales and use tax revenue of \$48,007,623.03. The variance is \$932,578.98, an increase 1.94% increase in YTD 2023 over YTD 2022.
- SCDF Office Hours: Physical office by appt. Staff is working a hybrid schedule (in office/at home) Mon-Thurs, 8:00 A.M. - 6:00 P.M.
- SCFD Staff update - Executive Director, Deborah Jordy is recovering from home.

IX. Adams County Update – Zoe Ocampo

- Adams County appointment to SCFD Board is Commissioner Eva Henry, effective immediately.
- Welby Days Saturday, September 16, 2023, at Rotella Park.
- Community Paint Days on September 9th and 10 was a success. Painting is at Twin Lakes Park.
- Festival Latino Sunday October 1, 2023, at Riverdale Reginal Park 11 :00 A.M.
- Poet Laureate launch August 15, 2023, in partnership with Anythink Libraries.

X. Public Comment – None

XI. Adjourn – Joyce Downing 8:03 P.M.