



TOURISM, ARTS AND HERITAGE CABINET

ANDY BESHEAR
GOVERNOR

KENTUCKY ARTS COUNCIL
500 MERO STREET
5TH FLOOR

MICHAEL E. BERRY
SECRETARY

JACQUELINE COLEMAN
LT. GOVERNOR

FRANKFORT, KENTUCKY 40601
502-564-4270 – OFFICE
502-212-5393 – FAX
www.artscouncil.ky.gov

CHRIS CATHERS
EXECUTIVE DIRECTOR

TO: Kentucky Arts Council Board of Directors
FROM: Chris Cathers
SUBJECT: November 20, 2020 Board Meeting
DATE: November 4, 2020

The public meeting on Friday, November 20th will be 10:00 a.m. to 12:00 noon Eastern time via Zoom video conference call. Join from PC, Mac, Linux, iOS or Android:

: <https://us02web.zoom.us/j/87298182236?pwd=MWNSYkhSRGJCR3pFWWpGcDI3RkVpZz09>

Password: 054484

Or Telephone:

Dial:

USA 713 353 0212

USA 8888227517 (US Toll Free)

Conference code: 217238

Please review the November board meeting agenda and supporting materials at http://artscouncil.ky.gov/BDmaterials/KACboard_meetings.htm in preparation for the meeting. If you have not already done so, please contact me at Christopher.Cathers@ky.gov or 888-833-2787 to indicate whether or not you will be attending.

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Kentucky Arts Council Board

Mary Michael Corbett, Chair

33 Brownsboro Hill Road
Louisville, KY 40207
C 502-551-7015
Term: 2/21/13 – 11/18/23
Mmc7@bellsouth.net

Everett D. McCorvey, Vice Chair

214 Bell Court E
Lexington, KY 40508
W 859-257-9331
F 859-233-0789
H 859-233-0789
C 859-509-7072
Term: 1/7/00-11/18/22
Everett.mccorvey@uky.edu

Douglas Adams

24 Baker Drive
Whitesburg, KY 41858
H 606-784-9080
C 606-335-0075
Term: 11/18/16-11/18/22
doug.adams@letcher.kyschools.us

Dior Cotten

2905 Dale Ann Drive
Louisville, KY 40220
C 502-767-0372
Term: 11/18/16-11/18/21
dior.cotten@att.net

Jean Dorton

1595 Pine Needles Lane
Lexington, KY 40513
C 502-229-0602
Term: 11/18/16-11/18/23
jeandorton@icloud.com

Paul Fourshee

159 Main Street
P.O. Box 952
Cadiz, KY 42211
W 270-522-6035
F 270-522-6039
H 270-522-7514
Term: 04/02/08-11/18/22
pfourshee@aol.com

Elizabeth Griffith

736 Ford Avenue, Apt. 4
Owensboro, KY 42301
C 270-316-8387
Term: 11/18/16-11/18/22
lizgriff91@gmail.com

Lindsey Jaeger

10923 Big Bone Road
Union KY 41091
C 513-703-4184
Term: 11/18/16-11/18/22
Lindsey.l.jaeger@gmail.com

Sallie Lanham

8 Justice Lane
Frankfort, KY 40601
H 502-695-4472
Term: 11/18/16-11/18/21
sallie.artist@gmail.com

Luanne Mattingly

201 Edgemont Road
Maysville, KY 41056
H 606-564-4875
C 606-564-1156
Term: 11/18/16-11/18/20
Luanne@maysvilleky.net

Nathan Mick

2100 Old Paris Road
Lexington, KY 40505
C 859-339-1414
Term: 11/18/16-11/18/23
Nathan.Mick@gmail.com

Angela Rice

676 Quisenberry Lane
Winchester, KY 40391
C 859-227-7910
Term: 11/18/16-11/18/20
anglexky@gmail.com

Andee D. Rudloff

556 Morris Alley
Bowling Green, KY 42101
W 270-904-5015
H 615-438-6852
C 615-438-6852
Term: 3/9/10-11/18/21
chicNhair@gmail.com

Janell Samuels

90 Warrior Road
Louisville, KY 40207
W 859-313-2981
C 502-777-2087
Term: 11/19/18-11/18/20
janellsamuels@kentuckyonehealth.org

Janice Turpen

6 Hillandale Place
Somerset, KY 42501
C 606-875-1097
Term: 11/18/16-11/18/23
Janiceturpen@hotmail.com

Kentucky Arts Council – Board of Directors Meeting Agenda
Friday, November 20, 2020
Video Conference Call

<https://us02web.zoom.us/j/872981822367?pwd=MWNSYkhSRGJCR3pFWWpGcDI3RkVpZz09>

Password: 054484

10:00 a.m. – 11:45 am, Eastern time

Time	Agenda Item	
1 min	Call to Order/Attendance	
10 min.	Introductions and Welcome of Special Guests and Attendees Comments by Board Chair: Mary Michael Corbett	
10 min	Tourism, Arts and Heritage Cabinet Report: Mike Berry, Secretary, TAH Cabinet	
2 min	Approval of Minutes of the Sept.25, 2020 Meeting	ACTION
2 min	Introduction of presenter: Chris Cathers, KAC Executive Director	
10 min	Tressa Brown, Native American Heritage Coordinator, Kentucky Heritage Council	
20 min.	Executive Director's Report <ul style="list-style-type: none"> • Agency Updates • Monitoring Reports 	
10 min	Staff Reports: Emily Moses, Executive Staff Advisor: Creative Industry Summit Series & Arts Week in Kentucky Tom Musgrave, Communications Director: Give A Gift Campaign & Governor's Awards in the Arts	
20 min	Board Discussion: <ul style="list-style-type: none"> • Governor's Awards in the Arts Panel discussion • Board member projects 	
10 min.	Consent Agenda <ul style="list-style-type: none"> A. Review Abstentions B. Grants: Discussion and vote on Teaching Arts Together/Teaching Art Apart C. Juried Programs: None for review 	ACTION
2 min.	Closing Remarks: Chris Cathers	
3 min.	Final Comments and Adjournment: Mary Michael Corbett	ACTION
	<p>UPCOMING DATES TO REMEMBER:</p> <p>Governor's Awards in the Arts, Virtual Ceremony, January 29 Tentative Arts Week in Kentucky, Feb. 22-26</p> <p>2021 Board Meetings March 26, 2021 June 18, 2021</p>	

Kentucky Arts Council Quarterly Board Meeting | September 25th, 2020

Conducted via Zoom due to COVID-19 Pandemic

Board Attendance: Mary Michael Corbett, Janice Turpen, Jeanie Dorton, Lindsey Jaeger, Dior Cotton, Andee Rudloff, Everett McCorvey, Luanne Mattingly, Angela Rice, Paul Fourshee, Nathan Mick

Staff Attendance: Chris Cathers, Emily Moses, Sandie Lawrence, Dave Blevins, Eric Shelton, Jessica Taylor, Holly Likes, Samuel Lockridge, Tamara Coffey, Mark Brown

Guests: Danielle Jones, TAH Executive Director of the Office of Public Affairs & Constituent Services; Niki Kinkade, Art Center of the Bluegrass; Steven A. Hoffman, Norton Center for the Arts

Minutes

Meeting called to order: 10:05 a.m.

Mary Michael Corbett

Begins meeting by thanking the council and visiting guests for the gifts from various arts organizations in Danville. Asks for guests to introduce themselves and for KAC Executive Director Chris Cathers to begin the meeting.

Chris Cathers

Begins with a land acknowledgment in order to recognize the indigenous peoples of Kentucky and their territories of which we reside. Land Acknowledgment:

Today we stand on ground occupied by ancient peoples whose history has been lost but whose legacy remains. We are close to the mounds in Ashland, and the Lower Shawnee ceremonial grounds in Greenup County. The earliest inhabitants have been referred to as the mound builders of the Adena, Hopewell and Fort Ancient time periods. The Shawnee were the most recent inhabitants and were in Kentucky just prior to the 1960s. They shared Kentucky with the Cherokee in southeast, the Yuchi in the south central and the Chickasaw in the extreme western part of the state, sometimes peaceably and sometimes not so much. The evidence of these ancient people can be seen all over Kentucky through the mounds and artifacts left behind.

Today, over 170 American Indian Tribes are represented by their members living and working in the Commonwealth. Let us remember those who were here and those who are here remembering the vast array of gifts they left us. Let us honor their presence both past and present as we strive to take care of this beautiful land and build on the legacy of stewardship they left for us unto the 7th generation.

Chris continues by welcoming Danielle Jones who is sitting in today for Secretary Michael Berry and presenting the Tourism, Arts & Heritage Cabinet report. He thanks Danielle for joining us.

Danielle Jones

Thanks everyone for her inclusion in this meeting. She shares she is the Executive Director of the Office of Public Affairs, and started working in the cabinet in January. She's been able to work closely with Chris Cathers and Tom Musgrave to deal with the issues created by the pandemic. The leadership team is extremely grateful for everyone's commitment during this time. The Kentucky Crafted Market was the first show to be cancelled due to COVID, and the Cabinet has faced additional cancellations. Despite all of the cancellations the agency has found ways to be resilient and find creative ways to connect to Kentuckians across the Commonwealth. An example is KAC's first virtual Kentucky Writer's Day which was a success. The tourism industry has suffered significant loss due to COVID and the recovery time is long. The Cabinet is doing everything they can to keep providing virtual opportunities. In June they began to open campgrounds and other outdoor activities.

Despite COVID, the numbers of people travelling are still pretty strong, especially with the safety measures put in place, which has encouraged people to travel. Road trips are the most likely method of travel and Kentucky's geographical position is in a good place where it can benefit from those travelers. We are encouraging people to visit within their own state rather than visit a hotspot. Our small towns are actually thriving despite of COVID-19 because of these local travels. Our campgrounds across the state are completely booked. Outdoor recreation has been a huge demand so communities who have attractions that gear toward that are really thriving.

A lot of communities have also been talking about doing drive-by attractions for Halloween or for Christmas lights and we will probably see more virtual events as we head into the winter months. Things to look forward to from the Cabinet include a continuous focus on in-state travel and road trips. They also have a joint campaign with the Kentucky State Police. They have a cruiser that will be going to different tourism spots across the state to help increase social media engagement. The budget is going to be challenging and trying to do their best in cutting costs but still uplifting their programs. Concludes her report and says she is open to any questions from the board.

Mary Michael Corbett

Thanks Danielle for the report, for help with budget issues, and for valuing the Kentucky Arts Council.

Chris Cathers

The arts council appreciates the relationship with Danielle and our team. He brings up the example of the Cabinet's help with the Kentucky Crafted Market and quick response and help with turning it into a virtual event.

Everett McCorvey

Asks Danielle to share more about herself.

Danielle Jones

Describes her work in government. She has worked in public health, education and workforce development, and in January came to Tourism. While this year has been challenging for her, it's been fun. Her background is mostly communications.

Everett McCorvey

Says were delighted to have you here and that you're in the "fun" cabinet!

Mary Michael Corbett

Acknowledges Everett's statement and thanks her again for joining the meeting. Moving on, the board needs to approve the minutes and hopes everyone has had the opportunity to review those. Asks for a motion of approval.

Everett McCorvey Moved. **Jeanie Dorton** Second.

Mary Michael asks for a vote to approve, all approve.

Mary Michael Corbett

Asks Chris to introduce the arts leaders in Danville.

Chris Cathers

Since the board meeting could not meet in-person in Danville due to COVID, we have brought leaders of the Danville arts community in via Zoom. Board members received information packets related to Danville events and attractions. We appreciate everyone's efforts from the community to help us host this.

Introduces Niki Kinkade and reads her bio, "Niki Kinkade has been the Executive Director of the Arts Center of the Bluegrass since 2017. She has brought the organization through a successful rebranding effort, started a permanent collection of artworks from artists in their communities, and building partnerships with other art organizations in Central Kentucky. She was a board member for three and a half years and was interim director during the search. Prior to her work at the Arts Center she was the Executive Director of the Great American Brass Band Festival for nine years. Niki has also worked in art galleries across the U.S.

Niki Kinkade

Danville is an art community. They have a nationally known Norton Center for the Arts. Have more than 15 public art pieces. We have art galleries, two school districts that value the arts,

we have Centre College with nationally known art programs. She thanks the KAC for the many years of support. She describes mission for the Arts Center of the Bluegrass. They rebranded last year because they are representing artists from outside their city.

Public art surrounds their building, have a permanent collection displayed inside. Grand Hall is their main exhibit space and has six exhibitions per year. They have a historic building audio tour. They have two galleries upstairs as well as a gift gallery. Four The Art Center of the Bluegrass also has a resident artist studios, a children's art lab, 'Lisi's Art Lab' and a ceramics studio in the basement. Currently, they have some classes in the building with COVID-19 regulations. "Parallel Programming" with classes who are tuning in virtually or attending in the studio.

"En Plein Air" is a new virtual field trip the center offers. Students get to visit the gallery virtually, watch videos of Plein Air artists, and are then invited to go outside and make art. They provide supplies for students to pick up and do the project. This field trip is geared towards elementary students. They've also been able to work with schools that are four hours away from them. There is no cost for the fieldtrips. She thanks the board for her time. We are pivoting from what we normally do and it's important to see what students are doing during this time to receive arts education. They are currently working on a map to visit local public art and hope it will be ready soon.

Mary Michael Corbett

Thanks Niki for sharing these programs developed due to COVID. Mary Michael said the board members visited Danville years ago to see the Brass Band Festival. She asks if the board has any additional questions for Niki.

Everett McCorvey

Thanks Niki for sharing. Asks a question about Stephen Rolfe Powell, glass artist and Centre College professor, and what would happen with his building.

Niki Kinkade

Powell's studio is owned by his family and was sold. We currently are the center point for any inquires about his artwork. They are still planning what to do but are currently working on a map to visit his work throughout town.

Mary Michael Corbett

We have a great appreciation for his artistic method. Asks Chris to introduce the next guest.

Chris Cathers

Introduces Steve Hoffman. Since 2010, he has served as the Executive Director for the Norton Center for the Arts. He recently received the 2017 Governor's Award in the Arts for Community Arts. He served multiple roles throughout the U.S. in the arts. He also chairs and serves various art boards. Serves on national, local, and state grant review panels. Since 2012 he has been on the faculty at UK for the Arts Administration Graduate program.

Steve Hoffman

Thanks Niki for her work in the Danville community. Steve has two main topics with his presentation: Norton Center for the Arts and the Kentucky Presenters Network. Centre's campus is completely student driven but due to COVID campus is closed to the public until December 2020. All Fall 2020 live touring programs cancelled or rescheduled; all Spring 2021 live touring programs on hold until more is known. Expect to announce Spring 2021 programs in late October to celebrate creativity, culture, and diversity. A new program: GREAT STORIES! is a blog series with focus to keep the arts relevant during this time. Another program, CULTURE+ series, is a new virtual live-streaming series that intersects culture and the arts with relevant community topics to connect local community, featuring experts, artists, and professionals from the campus, and provide meaningful and engaging content. This is tied to an optional C+ Encore, a livestream demonstration to deepen the experience following the main program.

The program doesn't just include typical art topics and includes topics like gaming. Upcoming programs include artists: Sheldon Tapley, Brandon Long, Isabella La Rocca and Devine Carama. Partnerships in this program includes the KAC and the *Native Reflections* exhibition, the Kentucky Native American Heritage Commission, and Kentucky Heritage Council. There is hope to further collaboration with KAC and its Creative Industry Summit Series. Overall, they see this program, CULTURE+, that started because of COVID to actually stay and be one of their main programs post-COVID.

Next, he discusses the Kentucky Presenters Network, which was relaunched in May 2020 after an 8-year hiatus. KPN was awarded South Arts Funding. They have been reaching out to non-traditional presenters for the performing arts. They also started discussions with the Tennessee Presenters Network to collaborate and share resources.

He thanks KAC and the board for the opportunity to present today. He finds the KAC to be an important resource for the Danville community.

Everett McCorvey

Asks Steve how can you get involved with KPN.

Steve Hoffman

KPN is on Facebook and you can join their page. Although their community is rich in the arts, their community still is isolated to others. The KPN has been really helpful to break those barriers.

Everett McCorvey

Appreciates the KPN organization and encourages the board and council to help uplift this group. One of the tools the KPN has is block booking for artists which would be helpful for the artist when travelling to different cities within the Commonwealth.

Steve Hoffman

Their subsidized ticket program, ACTS, for students has been helpful as well in breaking the economic barrier. Anything that we can do to reach out for the Commonwealth...it's so important. Arts organizations have become the education departments for the public schools because of the variety of content we're providing.

Nathan Mick

Thanks Niki and Steve for showcasing Danville virtually. Recalls the last time that the board could be there together. Although this has been a great virtual alternative. Suggests we send the local senators and representatives' information about this board meeting and highlight their work and their adaptability in these times.

Mary Michael Corbett

Thanks Nathan. Thanks Steve. Moves on to the Executive Director's Report.

Chris Cathers

Acknowledges the need for KPN and all the positive work they've done. Begins Executive Director's Report. Shares that a board member from South Arts and the Executive Director of Louisiana State Arts passed away this past week and KAC sent their condolences. Discusses the Governor School for the Arts during the pandemic. Gov. Beshear shared a welcoming video for the students. Gov. Beshear spoke to a number of students and encouraged them and their work in the arts.

The featured artist for July and August was Marcus Wilkerson – a musician and performer. Marcus is from Louisville and lives in Lexington. He is a vocalist and songwriter and plays guitar. Discusses the Opening Reception for the Native Reflections Exhibit. The first location it was sent to was Mount Sterling (with COVID-19 precautions). They had a number of artists talk about their work and being a Native American in Kentucky. Some of the artists shared that Native Americans have had a very public opportunity to express themselves in Kentucky. There are a number of panels with this exhibit, so when this is travelling, it is educational.

The next location was the Boone County Public Library. They did a wonderful job of connecting the work to the literary arts as well. We wanted to bring more awareness to the diversity we have in the state. We originally planned to have it exhibited in the Capitol Rotunda, but due to COVID, the capitol is closed.

Discusses an upcoming documentary series, *Poetry Unites Kentucky*. Jeff Worley, the current poet laureate is working on this series. To participate, Kentuckians can submit essays about their favorite Kentucky poems. Discusses opening registration for Poetry Out Loud. Each school is eligible to employ a teaching artist from the Teaching Artists Directory. The state competition will be held virtually in March. Samuel Lockridge has been working with the NEA in this transition.

Discusses Artist Workshops: A collaboration with Art Inc. and Art House Kentucky. The KAC developed a virtual presentation for their group to ask questions about how to apply to the Kentucky Crafted Program.

Tamara Coffey worked on the Performing Artists Directory, with five new acts: Gale Force Dance, Jolly Man Stories, Jasmine Fouts, and Tristian Brooke.

Chris had the opportunity to serve on NASAA's nominating committee. From his work in the committee, he sees that KAC is in a good place in the midst of COVID-19. We have been able to continue all our grant processes electronically. Chris discusses the story circles we've been hosting which has been helping us in multiple ways. These open dialogues help us connect to the artists on a deeper level.

Chris discusses the Governor's Awards in the Arts Committee Review. Chris thanks everyone who was able to sit on the panel. They are now waiting for approval for the governor.

Chris discusses the Creative Industry Summit Series, including our first webinar, NEA Town Hall Webinar, which was geared towards art nonprofit organizations. Representatives of NEA were on the call, as well as our program manager, Tamara Coffey. This was a great way for us to all come together and discuss the services we provide. Chris was nominated as the Advancement Chair in the South Arts.

Discusses Featured Artist September/October, John Edmonds, a gospel singer and pianist originally from Bowling Green. He has performed throughout Kentucky, the nation, and the world. He has performed with multiple notable artists.

Mary Michael Corbett

Congratulates Chris on being nominated. Notes that this is great for the Kentucky Arts Council.

Andee Rudloff

From Bowling Green, she acknowledges how wonderful of an artist, and person, John Edmonds is.

Chris Cathers

Discusses the next webinar of the Creative Industry Summit Series, "I Was Here," spearheaded by Emily Moses and artist Marjorie Guyon. The "spirit portraits" bring the past in the view by means of public art throughout Lexington and other cities in Kentucky. The arts is a tool to discuss inequities. The Emily Hall Tremaine Foundation also supported the webinar. There were a number of community members on the panel, including the director of VisitLex. Chris discusses the Kentucky Crafted Panel conducted virtually through Zoom; Emerging Leaders of Color Professional Development Program through South Arts; and the Folk and Traditional Arts Apprenticeship Grants. This year we had five new FAA grants awarded.

Tamara Coffey

Discusses the KAP awards for this year. Award reached counties throughout Kentucky. We have three new organizations that applied: Stage Right, the City of Pikeville Expo Center, and Youth Theatre of the Bluegrass.

Dave Blevins

Discusses this year's Kentucky Crafted Panel, which was held virtually. Normally the panel review takes three days, but due to COVID, everything was conducted virtually in one day. Shares the GO Smart application was used to present each application. Due to the change of format, we did allow artists to upload additional images of their artwork. Out of 20 applications, 11 were approved by the panel.

Mary Michael Corbett

Asks if there are any questions.

Dior Cotton

Shares her experience as the board chair. She notes if we need to go virtually next year, we might need to ask for more detail shots to make sure we can access the artwork well.

Mary Michael

Says we are all adapting and that is good input for next time.

Emily Moses

Staff update. Discusses the Creative Industry Webinar Series. She is currently planning several webinars. Brings up an invitation-only webinar about "reopening best practices" with leaders

from Yale. Asks the board if they know of any non-KAP groups who might be interested, to connect with her.

Discusses the Tremaine Foundation which has been very supportive in our webinar series. The foundation has also helped broaden the Arts Council's network. Discusses the NEA application she is currently working on which determines the next three years of funding. NEA now has a requirement for Folk Arts for all state agencies. For years the KAC has supported Folk Arts, so we are in a great position.

Mary Michael Corbett

Thanks the entire staff of the work they've done in the midst of COVID. MM wants to move to vote on the abstentions. Asks for a motion to approve.

Jeanie Dorton makes the motion, Seconded by Nathan Mick, all approve.

Mary Michael Corbett

Discusses panelists and their thoughtful and constructive feedback. The panels are engaging, fun and informative. Andee Rudloff chaired the Governor's Award for the Arts panel. We cannot talk about the nominees yet but asks Andee for a comment.

Andee Rudloff

Thanks everyone for their time and expertise. Thanks Chris for the map that helped make sure we are reaching across the state.

Jeanie Dorton

Also loved the picture and was very helpful in the process.

Mary Michael Corbett

Discusses the move of the December meeting to November. Asks if the Friday before Thanksgiving and to get back to her on this decision. Asks Everett to report on the Diversity and Equity Committee.

Everett McCorvey

Thanks those who are attending the committee. We are looking at ways to challenge where arts organization are in their efforts in diversity, equity and inclusion. Discusses ways that we can make this conversation important as well as flourish. For example, our grantees should let us know what they are doing to support diversity. For KAP, we have been looking at their budget, and the budgets ranges from \$2 million to \$250,000. We look at that in terms in how

we make our grants. One thing we might do is have the right questions for them and perhaps create a way to reward them in that area as well.

Chris Cathers

We will engage this committee with the cultural equity statement we have been working on as a staff. It's been a great opportunity to have these conversations.

Dior Cotton

Notes it's always exciting to have these conversations. Especially for my daughters, as young black girls, to hear these discussions that help make sure they are included in their future.

Mary Michael Corbett

Asks Chris, if there is any other business to bring before the Board.

Chris – We don't have all the answers in diversity, equity and inclusion. But we hope you see our commitment in this work in all of our programs, partners, and Summit Series. We kicked off last year's summit series with this topic, and from that, we have continued this conversation and how the arts are an important part of that. If you have any more ideas, please bring them to the committee.

Mary Michael Corbett

Says we have been able to accomplish a lot with limited budget and staff, compared to years ago. Asks the board to report what they've been working on.

Lindsey Jaeger

Has been working on a new book with Angela Rice.

Angela Rice

Working with Lindsey, and working with Everett on a CD. Angela shares about her farm which currently resides where Daniel Boone once resided. Sees possibility of using this land to discuss stories about Native Americans.

Luanne Mattingly

Down at the Russel Theatre they haven't been able to do anything all year due to COVID. One of the ideas they came up with is to do something about Mary Ingles, a lady who was captured by Native Americans, and came back. Wanting to do a weekend of learning about her story. She would like to have the Native American exhibit at the Gateway Museum.

Chris Cathers

Says he will follow up with her on the exhibit.

Everett McCorvey

At UK, we are trying to keep the students calm, alive and here. He is teaching from home and going to school for only one class. We are at the end of the sixth week. After Thanksgiving, they won't come back to campus until January. We are around 2% COVID infections. Teaching on Zoom is not an easy thing. He's been doing virtual masterclasses around the world. Next year we'll have a great recruiting year because of it. Today at 12:30 OperaLex is having a luncheon (virtually).

Mary Michael Corbett

Asks the staff to send all these links from the chat.

Andee Rudloff

As an artist, we are finding ways to reach out to others virtually. Has been working on a project with App Harvest, who is putting agricultural and technology together. Has been working with Arts Kentucky on an outside mural.

Paul Fourshee

Their museum has been closed down due to COVID. Their county is having a bicentennial, and they were able to complete the exhibit before everything closed down.

Dior Cotten

She's been working with her kids who have been doing school virtually. She's been asked to be on some other boards but has to wait for the time being.

Sallie Lanham

Involved in the suffrage movement, her great great grandmother was a leader, and has been giving speeches about her.

Mary Michael Corbett

Asks for motion to adjourn.

Paul Fourshee motions, Everett McCorvey seconds, all approved.

Mary Michael Corbett

Shares she has retired and already has a huge list of projects. She is taking up piano again and is excited to be more directly engaged with the arts. Thanks everyone for their participation today. She thinks it's likely we will continue to meet virtually for at least another year. Thanks Danville's art leaders for presentations. Thanks everyone for attending. Adjourns the meeting.

Kentucky Arts Council Board Members' Abstentions

For any grant relating to the following organizations appearing before the arts council for a vote, it is understood that the designated board members will abstain.

Douglas Adams	None
Mary Michael Corbett	None
Dior Cotten	Fund for the Arts Louisville Ballet Lincoln Performing Arts School Noe Performing Arts School
Jean Dorton	Lexington Opera Society Board
Paul Fourshee	Cadiz Arts Center Janice Mason Art Museum Southern Kentucky Independent Theater
Elizabeth Griffith	Owensboro Symphony Orchestra
Lindsey Jaeger	International Society of Scratchboard Artists Boone County Arts Council
Sallie Lanham	None
Luanne Mattingly	The Russell Theatre Corporation Board
Nathan Mick	Kentucky Humanities Council Board Lexington Parks and Recreation Advisory Board American Heart Association Lexington Chamber Choral Living Arts & Science Center
Everett McCorvey	American Spiritual Ensemble Lexington Opera Society Picnic with The Pops Baptist Seminary of Kentucky
Angela Rice	Thy Will Be Done - Performance and Production Fund University of Kentucky Libraries National Advisory Board Chrysalis House Melodia Music, LLC
Andee D. Rudloff	SKyPAC
Janice Turpen	Cornelia D. Cooper Endowment Board

MEMORANDUM

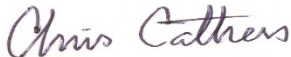
TO: Board
Kentucky Arts Council

FROM: Chris Cathers
Executive Director

DATE: November 4, 2020

SUBJECT: Monitoring Report for Policy 2.4

I hereby present my monitoring report on Management Limitations policy 2.4 “Emergency Executive Succession,” in accordance with the monitoring schedule as set forth in board policy. I certify that the data in this report is true.



Chris Cathers, Executive Director

11/4/20

Date

In order to protect the board from sudden loss of chief executive services, the chief executive may have no fewer than one (1) other member of the executive/management team sufficiently familiar with board and chief executive issues and processes to take over with reasonable proficiency as an interim successor.

INTERPRETATION:

I interpret this policy to mean that at least one senior management staff member must be sufficiently briefed to assume the duties of the executive director if the need should arise. This includes knowledge of general workflow of the agency; supervisory procedures; policies of the board; ongoing responsibilities regarding the Tourism, Arts and Heritage Cabinet and the Governor’s office; personnel issues; special partnerships including those with the National Endowment for the Arts and South Arts, etc.

REPORT:

There are two senior management staff (executive staff advisor and communications and technology branch manager). Each member of the management team has a strong knowledge and understanding of specific areas of the agency. In addition, the fiscal officer works closely with the Office of the State Budget Director and the Cabinet fiscal office. The executive director meets frequently with each of these staff members to discuss fiscal and management issues such as personnel, projects and budget. Should the need for interim management arise, the executive staff advisor would assume interim leadership, with assistance from the communications and technology branch manager and the fiscal officer.

I am therefore reporting compliance with Policy 2.4.

MEMORANDUM

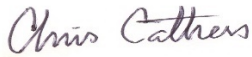
TO: Board
Kentucky Arts Council

FROM: Chris Cathers
Executive Director

DATE: November 4, 2020

SUBJECT: Monitoring Report for Policy 2.5

I hereby present my monitoring report on Management Limitations policy 2.5 *“The Executive Director shall not permit the board to be uninformed or unsupported in its Work,”* in accordance with the monitoring schedule as set forth in board policy. I certify that the data in this report is true.



Chris Cathers, Executive Director

11/4/20

Date

“The Executive Director shall not permit the board to be uninformed or unsupported in its work”

Accordingly, he or she may not:

- #1: Neglect to submit monitoring data required by the board (see policy on Monitoring Executive Director Performance in Board/Staff Linkage) in a timely, accurate and understandable fashion, directly addressing provisions of board policies being monitored.*
- #2: Fail to make the board aware of relevant trends, anticipated adverse media coverage, or material external and internal changes. Notification of material internal changes is to be provided in advance, when feasible.*
- #3: Fail to advise the board if, in the Executive Director’s opinion, the board is not in compliance with its own policies on Governance Process and Board/Staff Linkage, particularly in the case of board behavior which is detrimental to the work relationship between the board and the Executive Director.*
- #4: Fail to report in a timely manner an actual or anticipated noncompliance with any policy of the board.*
- #5: Fail to provide objective information as needed for fully informed board choices.*
- #6: Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types:*
 - a. monitoring*
 - b. decision preparation, and*
 - c. incidental – “FYI”*

#7: *Fail to provide support for official board, officer or committee communications.*

#8: *Fail, when addressing official board business, to deal with the board as a whole except when:*

- a. *fulfilling individual requests for information, or*
- b. *responding to officers or committees duly charged by the board.*

#9: *Fail to supply for the consent agenda all items delegated to the Executive Director yet required by law or contract to be board approved, along with the monitoring assurance pertaining thereto.*

INTERPRETATION:

It is the executive director's responsibility to (1) provide adequate and relevant background, context and current trends concerning issues that inform the work of the board, and (2) provide staffing, administrative support and other forms of assistance as required to enable the board to carry out its duties and responsibilities and to make progress toward the mission and ends set by the board.

REPORT:

Monitoring reports for Kentucky Arts Council board policies 1.0 – 2.8 are prepared and submitted by the executive director on an annual, or for policy 2.3 *Financial Planning/Budgeting*, a semi-annual basis and document the status and/or progress of policies. Policies 1.0 – 1.5, which address the mission and ends of the council, provide a comprehensive overview of the programs, activities and events carried out by staff to make progress toward the ends of the agency.

Frequent communication is made with the cabinet via monthly reports that are prepared by the executive director for the Tourism, Arts and Heritage Cabinet Secretary, verbal reports and written materials provided at the board meetings, and additional e-mails and mailings as needed. Between board meetings, the executive director is in frequent contact with the board chairman via meetings, e-mails and phone conversations, and with the vice-chairman and other board members as needed. The board chairman is notified immediately regarding any internal or external changes or national or state issues or trends that might affect the work of the agency or the possibility of adverse media coverage. Board member contact information is also provided to the National Assembly of State Arts Agencies and the National Endowment for the Arts for communication as needed.

Kentucky Arts Council staff makes every effort to provide sufficient information to board members regarding agency and program history; changes in programs, personnel, budget, policies, etc.; or policies, procedures or statistics so that full understanding of program areas is possible and informed decisions can be made. All items requiring board approval, such as competitive grant funding, are submitted to the board as part of the quarterly consent agenda.

Every attempt is made to ensure that members of the Kentucky Arts Council board are informed and supported in their work. I am therefore reporting compliance with Policy 2.5.

MEMORANDUM

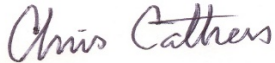
TO: Board
Kentucky Arts Council

FROM: Chris Cathers
Executive Director

DATE: November 4, 2020

SUBJECT: Monitoring Report for Policy 2.3

I hereby present my monitoring report on Executive Limitations Policy 2.3 *Financial Planning/Budgeting* in accordance with the monitoring schedule as set forth in board policy. I certify that the data in this report is true.



Chris Cathers, Executive Director

11/4/20
Date

Financial planning for any fiscal year or the remaining part of any fiscal year shall not deviate materially from the Kentucky Arts Council's Ends priorities or from the Commonwealth of Kentucky's fiscal rules and regulations.

Accordingly: the executive director shall not allow budgeting which:

1. Omits credible projection of revenues and expenses, and disclosures of planning assumptions
2. Fails to disclose a trend analysis of allocations to each major grants program
3. Fails to provide for board prerogatives as set forth in the Cost of Governance policy (Governance Process policy 4.10)

INTERPRETATION:

The executive director is responsible for ensuring that allocation of all program funds is in support of the Kentucky Arts Council's Ends priorities and/or National Endowment for the Arts and Commonwealth of Kentucky mandates. All oversight of funds and financial management must be in compliance with the Commonwealth's Kentucky Revised Statutes, including the Finance and Administration Cabinet's Policies and Procedures and established agency fiscal policies. Budgeting must take into consideration a credible projection of revenues and expenses, and a reasonable plan for adjustment should the need arise. A trends analysis of each major grant program or area, in conjunction with a knowledge and understanding of current federal and state fiscal issues, must inform the budgeting process. Accurate and accessible reporting mechanisms to track expenditures and income must also be used to inform the budgeting process. Budgeting allows for board prerogatives as set forth in policy 4.10, Cost of Governance.

REPORT:

The budget for KAC in 2020-2021 from the general fund is \$2.6 million with a proposed reduction to \$1.5 million. This is a significant reduction to the KAC budget that will affect the personnel, operations and certain programs provided by the KAC. We will continue to work on more efficient ways to streamline our operation within the proposed budget to fulfill our mission.

The agency fiscal team continues to work closely to adjust the budget as needed, update projected revenues and expenditures, and keep an accurate accounting of all fund accounts and allotment balances. We stay in close communication with the Tourism, Arts and Heritage fiscal officer to ensure that the agency is in compliance with all new fiscal regulations.

Financial planning for FY21 has not deviated materially from the Kentucky Arts Council's Ends priorities or from the Commonwealth of Kentucky's fiscal rules and regulations. I am therefore reporting compliance.

Core Values of the Kentucky Arts Council

Working in partnership with organizations and individuals to deliver arts programs and services throughout the state, we ask that applicants and partners keep the following guiding values in mind when working with the Kentucky Arts Council:

Artists' Compensation

The Kentucky Arts Council believes that artists' time and work have real value, for which artists should be fairly compensated. In dealing with artists' creative services and works, we want to ensure that:

- Artists are fully engaged in plans for use of their work.
- It is not standard practice to solicit gratis creative services and works, demonstrations or performances.
- All parties mutually agree upon equitable compensation for services, works or performances.

Diversity

The Kentucky Arts Council believes that arts programs and services should be accessible to all people of the Commonwealth. We recognize that communities are not limited to geographic boundaries and may be defined by common factors such as occupation, recreation, religion, ethnicity, belief, etc., that are shared by a group of people. The members of these groups share a common culture and a sense of aesthetics. Their unique and diverse art forms bring people together and can promote positive intercultural relations among the state's various communities, including:

- Persons of all ages.
- Gay, lesbian, bisexual and transgender communities.
- Persons of all ethnic and racial groups.
- Persons with disabilities.
- Geographically or economically isolated communities.
- Disadvantaged and at-risk persons.
- Institutionalized persons.

Preservation of Cultural Resources

The Kentucky Arts Council believes that the arts and cultural resources of Kentucky are key to understanding our heritage, and that honoring the past will help build our future. Recognizing that knowledge of our history will help build our future, we support identifying, documenting, conserving and protecting the cultural resources of the state, including:

- Artistic works.
- Cultural traditions.
- Historic sites.
- Historic structures.

Advocacy

The Kentucky Arts Council believes it is important for individuals and organizations to advocate for the arts and promote how they enhance our communities and our lives. We encourage our constituents to influence public policy by:

- Acknowledging public funding sources.
- Becoming involved in the public life of the community.
- Getting to know legislators and local officials and staying informed about issues.
- Involving public officials in arts activities or the activities of arts organizations.
- Asking legislators and local officials to vote for positions supporting the arts.
- Discussing the value of the arts with peers.

REVISED DRAFT

Kentucky Arts Council statement of support for racial equity and inclusion

The recent deaths of African Americans across the country has brought into sharp relief the need to stand with those who grieve and who are expressing their frustration with the system.

The Kentucky Arts Council holds diversity sacred as one of our core values, and believes our state is richer for the inclusion fostered among Kentucky artists and communities. We want to state emphatically to all people of color, whether you identify as an artist or not, your creativity, your culture, your boundless spirit, your commitment to justice, your LIVES matter.

We stand not only with artists of color, but with all people of color. Racism and hatred have no place in society and certainly no place in the arts. Creativity is meant to elevate us beyond our biases and make us view the world through the eyes of another.

We believe that change in perspective is crucial to the level of empathy so needed to navigate conversations about race, equity and justice. The Kentucky Arts Council vows to do its part to work toward real and lasting systemic change for the people of the Commonwealth and the country.