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REGIONAL ARTS  
COMMISSION OF ST. LOUIS



**Regional Arts Commission  
Commission Meeting Minutes  
June 10, 2021 @ 8:00AM via ZOOM**



**Welcome and Call to Order – Mont Levy, Chair**

Levy called the June 10, 2021, meeting to order at 8:01 a.m. and conducted the Commissioner roll call.

**Attendees**

Commission: Mont Levy, present; John Russell, present; Andrea Purnell, present; Rhonda Carter Adams, present; Sam Fiorello, present; Jerry Gennaria, present; Roz Johnson, present; Vin Ko, present; Walé Soluade, present; Kellie Trivers, present; Mary Walsh, present; David Wilson, present.

Absent: Heather Corcoran, Cheryl Walker

Staff: Vanessa Cooksey, Rita Dillard, Chloe Smith

Other: Trish Donovan (KEB), Rick Gratza (KEB), Lea Sutherlin (Admin Consultant)

**Approval of March 13, 2021 Minutes – Mont Levy**



**Motion made by Levy, seconded by Johnson and unanimously carried to approve the March 13, 2021 minutes.**

**Chair Report – Mont Levy**

Thanked commissioners and staff for the work being done; everyone pitching in; more to come from the committees; expressed appreciation to Cooksey and staff for hard work during challenging times.

Levy and Cooksey recently met with County Executive Page; introductory meeting; discussed aid funding and the impact of the arts; also discussed St. Louis County vacancy and his (Levy) appointment as chair; importance of staying on track.

Levy then reported that he and Cooksey will meet for her six (6) month review.

Levy called on Russell for the Finance Committee Report.

**Finance Committee (Russell)**

Russell noted Finance Committee met on June 7th; asked Gratza to present the following:

Cash Flow Spreadsheet

Gratza reviewed the cash flow analysis and reminded it could be found in the June 7<sup>th</sup> Board packet. Gratza then highlighted the following: (1) cash flow through the month of May; (2) projected cash flow from June through the end of the year; (3) difference from the prior month cash flow based on budget Hotel/Motel tax receipts; (4) lowest monthly cash balance for the entire year; (5) decrease in May receipts from the budget; (6) ending cash balance is approximately 20% of cash base expenditures, and (7) restricted grants and future receipts.

Levy noted that additional payments may be received in June and July, given RAC has typically received some dollars each month.

PPP Loan #2 Forgiveness Update

Gratza received word from PNC Bank that portal for PPP loan forgiveness will probably open Q3 of this year; will not be eligible for full forgiveness because of staffing displacement, but any amount not forgiven will revert into favorable loan.

Levy presented Governance Committee report on behalf of Trivers.

Review Amendment to Bylaws

**Levy reminded of discussion/review of amended bylaws during the May meeting; sent out as part of Board packet for this month and now recommending approval by the full Commission.**

**Motion made by Levy, seconded by Russell and unanimously approved.**

Levy called on Gennaria for the Ad Hoc Facilities Committee report.

Gennaria reported on the following:

Committee Kick-off Meeting Recap

He (Gennaria) and Fiorello serve as co-chairs, and Frazer and Purnell serve as committee members with critical support from Cooksey and Smith as staff; looking at short and long terms needs in line with RAC's mission; shared two of the key areas are (1) financial and (2) programs and operations; needed to present ultimate recommendation to this body; implementation timeline and key data points for information gathering during July and August will include, but limited to, community feedback and focus groups that will be engaged by a facilitator; looking to have draft in September, present to this body in October, and hope to have vote by November.

Wilson noted that one possible option might be to consider a property management firm.

Levy called on Johnson for the Resource Development Task Force report.

Johnson reported that she and Purnell serve as co-chairs; first meeting held June 9<sup>th</sup> along with Levy and Cooksey; determining objectives and outcomes on landing on an approach; what to fund and support; important not to compete with grantees; collaboration opportunities; will meet monthly as needed; Cooksey and staff will support/conduct the environmental scan; hope to have a recommendation for this body early fall on how to proceed.

Levy asked if anyone interested serving on the Resource Development Task Force.

Levy then noted that RAC is understaffed, some committees are not meeting, e.g. DEI, and not able to pursue Strategic Initiatives; and these areas are not forgotten; looking forward to getting back on track.

Wilson asked about update on Capacity Building Project Strategic Initiative, as approaching mid-point of a two-year project.

**Action item: Cooksey will bring update to August meeting.**

Levy called on Cooksey for the President & CEO report.

Cooksey reported on the following:

Strengthening RAC's internal infrastructure including (1) marketing and communications – shared the 2021 one-pager designed with the assistance of O'Malley Hansen; (2) IT upgrades/data security – office multi-factor authentication and server decommission and cloud migration; (3) fund development research – her recent participation in two trainings as a part of fund development research (a) Springboard for the Arts in Minnesota and (b) Missouri Association of Community Arts Agencies and learned there are different ways to get boards involved in fund development; (4) grants management and the June payment processing – Program Grants at 40% and General Operating Support Grants at 25%; and (5) the 2021 Artists & Arts Organization Relief Fund update – which would require Board action.

Cooksey then reported on her recent meeting with STL Community Foundation to request that the Foundation again produce RAC's Artist Relief Program as done in 2020, but that the partnership is not possible, as the Foundation is moving away from relief related programs. Cooksey then provided the update on the 2021 Artists and Arts Organization Relief Fund and requested a reallocation of budget dollars - \$175K for the Relief Fund Program held in reserves/not spent to cover gaps.

**Levy noted the following two recommendations - (1) that the \$175K of the \$250K (assuming budgeted revenue is achieved) be placed back into reserves, and (2) the \$75K be held in a discretionary fund and made available for Cooksey and staff to make decisions, based on set criteria and guidelines, to disperse as needed for the remainder of the year; also asking full Commission to grant permission for the Grant Committee to approve the guidelines.**

Discussion held regarding any possible negative response from stakeholders; and other ways these dollars could be used.

**Motion made by Levy, seconded by Carter-Adams and unanimously approved.**

Grants Committee will put into motion.

Cooksey acknowledged staff; she, Dillard, Smith and Sutherlin are committed to this work; they meet regularly as a team; a challenge, but staff passion and commitment are outstanding.

Cooksey then reported on her community engagement since the May meeting including 19 - 1:1 stakeholder meetings; eight public events; Capacity Building STL; local and state government affairs including her participation on the City of St. Louis Mayor's Stimulus Advisory Board; HB1366; Interim Senate Committee on Greater St. Louis Regional Emerging Issues; Missouri Citizens for the Arts; and arts and culture sector engagement.

Cooksey then shared a community engagement recap video and expressed her appreciation to do this work; RAC will not only survive this moment but thrive, which speaks to the power of the arts.

Purnell suggested repurposing the video to show how RAC's president is engaging in the community.

Levy thanked Carter-Adams and Walsh for volunteering to serve on the Resource Development Task Force.

Levy noted that the next Commission meeting will be in August.

Meeting adjourned at 9:08 a.m.

Submitted by Lea Sutherlin  
Administrative Consultant

**Board Packet ATTACHMENTS:**

- Finance Committee Meeting Minutes, May 10, 2021
- Full Commission Meeting Minutes, May 13, 2021
- Ad Hoc Facilities Meeting Minutes, May 20, 2021
- Executive Committee Meeting Minutes, May 27, 2021
- Cash Flow Spreadsheet
- Amended Bylaws