

**CITY OF WHEAT RIDGE  
CULTURAL COMMISSION  
MINUTES**

**Wednesday, January 9, 2019  
6:00 p.m.**

**WHEAT RIDGE RECREATION CENTER  
4005 Kipling Street, Conference Room**

**Item 1 – Call to Order**

Diane Robb, Chair, called the meeting to order at 6:03 p.m.

**Item 2 – Introductions – Members and Guests**

Members present: Jerith Gronski, Carol Mathews, Milly Nadler, Gay Porter DeNileon, Diane Robb, Jill Shannon, and Jessica Schwartz arrived at 6:20 p.m.

Members absent: Val Nosler Beck and Dave Opp

Guests: Christin Crampton Day, Executive Director, CBCA

Staff: None

Chair Diane Robb introduced and welcomed Ms. Crampton Day to the meeting.

Ms. Crampton Day provided a presentation and educated the Commission concerning their organization, Colorado Business Committee for the Arts, and discussed the economic impact of culture and arts.

**Item 3 – Approval of Minutes**

Commissioner Porter DeNileon made a motion to accept the minutes of December 12, 2018, as amended. Commissioner Gronski seconded the motion, all accepted and approved.

**Item 4 – Unfinished Business**

**Realigning the Press Release/Marketing Plans responsibilities (Robb)**

Commissioner Robb reported that she met with Ms. Sara Spaulding, City Public

Information Officer, and shared that in the future all press releases will go through Ms. Spaulding. She will review and grant the city press releases after she edits them. In addition, any web updates would be sent to her. When the Cultural Commission sends a new email to their database, Ms. Spaulding will then forward it to Commissioner Mathews. Please note that Commissioner Mathews will need a one-week notice to send out emails.

Ms. Spaulding would like summaries from the Cultural Commission on an ongoing basis so she can remain current and updated on what the Commission is working on regarding any current projects.

Joyce Manwaring has requested that a subcommittee be formed to address the issues of strategizing the budgetary necessities and staff support that the Cultural Commission needs. The subcommittee will consist of the following Commission members: Commissioners Diane Robb, Gay Porter DeNileon, and Jessica Schwartz. Robb will check with Commissioner Opp to see if he is available to participate on the committee.

### **Promotion of the Cultural Vision (Robb/Gronski)**

Commissioner Gronski reported that Commissioner Schwartz worked on developing a unified message for businesses and community groups and suggested using some content from the CBCA's presentation as well. She will email her document to committee members for review. Commissioner Gronski will continue to focus on the 50<sup>th</sup> celebration community art project with Commissioner Mathews and Commissioner Nosler Beck.

### **Artspace (Robb)**

Commissioner Robb reported that the Cultural Commission and Artspace would be providing a presentation at City Council's study session on February 4th. Before the meeting, a conference call will be scheduled with Robb and Artspace to discuss the details of what will be presented. Robb will notify the Commissioners of the date and time of the conference call and everyone is invited to participate on the call if available.

### **Wheat Ridge Reads (Porter DeNileon)**

Commissioner Porter DeNileon reported that everything is all set up for the upcoming book event. She reported that they are expecting about 20-25 people at the Swiss Flower and Gift Cottage. We are expecting more people from the general public to participate in the events because of our promotional efforts. She expressed that the author is very excited.

### **Cultural Arts Brochure (Opp)**

Commissioner Robb reported that the cultural arts brochure has been delivered to Steve Art, Office of Economic Development, at City Hall. The electronic version was sent to him and he stated that he would share it with anyone that is interested and suggested having some brochures available in the front lobby. Robb indicated that she placed some brochures in the lobby.

### **AARP Advertising (Mathews)**

Commissioner Mathews reported that she posted Wheat Ridge Reads on the AARP website for January. The press release received from Commissioner Porter DeNileon has been posted on the “Neighborhood” website as well under the book category section. Also, on everyone’s desk calendars, the information will pop up on Wednesday and Thursday as a reminder.

### **Art Acquisition Committee Update (Gronski)**

Commissioner Gronski reported that they would be meeting on January 25th. She stated that it is an eight-member committee, and they will be reviewing the proposals submitted by the artists who were invited to submit a design proposal.

### **Poet-in-Residence Program (Nadler)**

Commissioner Nadler reported that she would introduce the poet, Ms. Heinlen, to City Council on January 14th during Citizens Right to Speak. Ms. Heinlen will read a short poem that she will submit to Commissioner Nadler beforehand. She did not have enough time to write a Love Letter to Wheat Ridge that could be read at this meeting.

Commissioner Porter DeNileon will be writing the proclamation naming Ms. Sharon Heinlen as the official Wheat Ridge Poet-in-Residence for 2019-2020 that will be read at a different meeting.

The gala poem is not being allowed so the Committee (Commissioners Nadler, Shannon, Gronski and Porter DeNileon) agreed that a Love Letter to Wheat Ridge when requested, would be submitted and put on the gala wall with the other letters. Commissioner Shannon suggested doing an event, like a Soiree, and it was decided that would be good for 2020.

At the beginning of January, Janice Smothers had informed Commissioner Nadler that some money had been deposited in the Wheat Ridge Foundation for the Poet-in-Residence Program. The Commission received \$200 from Bud Starker and \$500

from Larry Mathews. Signed thank you notes were sent to them. Ms. Rachel Hultin received promises totaling \$150 from private donors that will be deposited into the Foundation. To date, the Commission will have \$850 towards the \$1,000 that is needed.

The revised Letter of Understanding does not need to be signed by Joyce Manwaring since it is between the Cultural Commission and Ms. Heinlen and the Commission administers and manages that program. Nadler stated that she would have Ms. Heinlen sign it on January 14th at the City Council meeting.

Articles about Ms. Heinlen were in the Gazette and Your Hub with an error about what she taught, which has since been corrected (on Facebook too).

### **The 50<sup>th</sup> Celebration Community Art Project (Gronski/Nosler Beck)**

Commissioner Gronski stated she used material from Commissioner Nosler Beck's 50<sup>th</sup> anniversary communications plan to present to the committee a draft greetings campaign document for review and comment. This document was also submitted to Sara Spaulding for review. Localworks owns the greetings artwork so Commissioner Gronski will follow up to determine if a supply is readily available or not. Commissioner Gronski will also follow up with Sara Spaulding and meet the City's new Digital Communications Specialist, Bridget Dvorak, to determine the support level for the greetings campaign.

### **Item 5 – New Business**

- **December-Vision Promotion – “Public Facing” – following brochure brand**

Commissioner Robb stated that this topic would be sustained for discussion next month.

- **Budget Appropriation Request**

Commissioner Robb asked all of the committee members to think about the budget request and provide Porter DeNileon with some approximate numbers so the Commission can start looking at what a potential budget request might be. She noted that Porter DeNileon would compile a spreadsheet for review.

### **Item 6 – Future Agenda Items**

None.

### **Item 7 – Commissioner Comments**

Commissioner Shannon: Thank you all for attending the meeting this evening,

looking forward to next month's future events.

Commissioner Nadler: It was fun learning about CBCA. Very informative and delighted that there is an organization like that.

Commissioner Mathews: Thank you all for your attendance at the Neighborhood Revitalization study, obviously we are getting input for the cultural arts, and it is making an impact. What a great presentation. We are the only group that was universally seen at those studies.

Commissioner Porter DeNileon: No comments.

Commissioner Gronski: I enjoyed the CBCA presentation, good to know.

Commissioner Schwartz: No comments.

Commissioner Robb: Thank you all for your hard work, and we are officially relevant.

**Item 8 – Adjournment**

With no further business, Commissioner Robb adjourned the meeting at 8:12 p.m.