

ARTS WA

WASHINGTON STATE
ARTS COMMISSION



Board Meeting | Virtual
1:00 p.m. - 4:45 p.m. October 30, 2023



Art in Public Places | Arts in Education | Center for Washington Cultural Traditions | Certified Creative Districts | Change Leader Institute
Wellness, Arts, and the Military | Tribal Cultural Affairs Program | Grants to Organizations | Washington State Poet Laureate

Images, L-R: A view of Bremerton, Washington, one of the new potential Creative District Communities.
Artwork on display in Anacortes, Washington, also under consideration as a new Creative District Community.



Board Meeting Agenda

Washington State Arts Commission

Monday, October 30, 2023

Virtual

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- 1:00 p.m. **Call To Order: Charlie Robin, Chair**
- Land Acknowledgement: Tisa Matheson
 - Approve Agenda
 - Rules for Public Comment
- 1:15 p.m. **Board Chair's Report:** Charlie Robin – p. 1
- 1:25 p.m. **Executive Director's Report:** Karen Hanan – pp. 2-6
- Fiscal Report: Karen Hanan – pp. 7-18
 - 2023-24 Biennium 1st Quarter Report–Expenditures by Program
 - Strategic Plan Dashboard Update – handout
- 1:50 p.m. **Approve Consent Agenda**
- Minutes of August 1-2, 2023 Board Meeting – pp. 19-25
 - Minutes of September 7, 2023 Board Meeting – pp. 26-28
- 1:55 p.m. **Art in Public Places**
- **Approve K-12 Pooling:** Mike Sweney, AIPP Program Manager – pp. 29-30
- 2:10 p.m. **Approve Deaccession:** Janae Huber, ArtsWA Conservation Manager – pp. 31-32
- 2:20 p.m. **Public Art Emergency Planning Pilot Project – p. 33**
- Janae Huber, ArtsWA Conservation Manager
 - Nicole Grabow, Project Manager and Director of Preventive Conservation at the Midwest Art Conservation Center, Minneapolis
 - Madeline Cooper, Project Conservator, and preventive conservation specialist
- 2:40 p.m. **Creative Districts:** Annette Roth, Community Development Manager
- Approve Creative Districts Certification(s) – pp. 34-35



- 3:10 p.m. **Introduction to Public Records Requests:** Michael Wallenfels, Communications Manager – pp. 36-37
- 3:20 p.m. **Grants to Organizations Update:** Ashley Marshall, GTO Program Assistant – p. 38
- 3:30 p.m. **Wellness, Arts & the Military:** Bryan Bales, WAM Program Manager
- Approve General Operating Support Grants FY 2024 (handout)
- 3:45 p.m. **Advocacy:** Krishna Thiagarajan, Advocacy Chair with Special Guest, David Foster, WESTAF Lobbyist
- Preview of the 2024 Legislative Session. What to expect and how to prepare: Karen Hanan, David Foster, and Board legislative members
 - Report Back Session on Legislative Meetings concerning ArtsWA budget items in the weeks leading up to this meeting
 - Governor’s Budget Decision Package (DP) One pagers
 - Strategies for Commissioners between now, the Governor’s Budget, and the opening of the 2024 Legislative Session
- 4:40 p.m. **Public Comment, if applicable:** Charlie Robin
- 4:45 p.m. **Adjourn**

Important Dates

- **November 15, 2023:** Governor’s Arts & Heritage Awards Luncheon – Olympia
- **February 7, 2024:** Arts, Heritage & Science Day - Olympia
- **February 8, 2024:** ArtsWA Board Meeting at the Governor’s Mansion - Olympia



Board Chair's Report

Charlie Robin, Board Chair, ArtsWA Board of Commissioners

As we start our new year on the Board and gear up for a new legislative session, it is an honor for me to share the leadership of the Board of the Washington State Arts Commission (ArtsWA) with an extraordinary team on the Executive Committee. In addition to the 1st and 2nd Vice Chairs, Robin Avni and Jasmine Mahmoud, as were announced in our August meeting, Krishna Thiagarajan will serve on the committee in his role as Chair of the Advocacy Committee. Two additional At-Large members have agreed to serve on the committee as well, Tisa Matheson and Lou Oma Durand. We encourage you to actively share your thoughts and opinions on matters related to our work together, and we will provide our best efforts in our roles on the Executive Committee.

The staff has already completed the work outlining the priorities and requirements needed for this year's budget requests to the Governor. In addition, the summary pages detailing those requests have gone through multiple revisions and are tremendous tools for us to use as we work with the staff to educate our legislators on the facts, figures, and needs as outlined for each. This meeting will provide us with an opportunity to get any questions answered and prepare us for the conversations with legislators that will take place between now and our next Board meeting. Since our next full meeting will be immediately following the Arts, Heritage & Science Day at the Capitol, we will do our best to ensure you feel ready to hit the ground running and have the materials you need in hand to support you.

In addition to the work we do in meetings and in our individual work in advocacy, the ArtsWA staff can also use our support in a variety of other ways. Please take the time to read the emails you receive from the staff and consider ways in which you can provide additional support.

I have enjoyed my time serving on several the review panels for Creative District applications. I always feel I learn so much from each discussion and feel more informed on the needs of distinct communities around the state. Every time it provides me more insight to new opportunities to explore and/or encourage in my own town. The staff has also recently put out a request to curate your own art exhibit using the My Public Art Portal on the website. Wherever your passions lie, I encourage you to offer a little more time and effort to assist the staff in their efforts and make your own time as a Commissioner as meaningful and rewarding as possible.

I'm looking forward to another year serving on the Board with all of you and sharing this wonderful opportunity we have been provided as stewards for the arts in our State.

Charlie Robin, Board Chair

Executive Director's Report

to the Washington State Arts Commission Board

October 30, 2023

1. State Budget

As we prepare for the Governor's budget, due out mid-December 2023, a lot of behind-the-scenes work has been happening. Some examples follow:

- a) Meetings with legislators like Senator June Robinson and others to introduce ArtsWA's budget requests.
- b) Left a packet for the Governor to review.
- c) Met with David Schumacher, Director, Office of Financial Management. He listened closely and thanked me sincerely for the additional context and expanded rationale.
- d) Meetings with multiple communities to hear from them about their successes, concerns, and issues. The meetings have also provided opportunities for some conversation about the Arts Commission's requests to the operating and capital budgets. Communities have included Everett, Friday Harbor, Artist Trust in Seattle and the Washington Festivals and Events Conference in Issaquah.
- e) On-going advocacy committee meetings
- f) More to come

Editorials: We encourage you to submit editorials to local press in support of state funding for the Creative Sector. If you are interested, please reach out to Michael Wallenfels, Communications Manager, at Michael.wallenfels@arts.wa.gov for guidance and help.

2. Creative Economy Strategic Planning Committee

The committee, which I am a part of, met most recently in Tacoma to offer further input into the priorities of the plan and its recommendations. The plan will be released by or before December. It is expected to include a robust set of recommendations. This will include a recommendation for more funding and investment into the Creative Districts program. The Creative Districts were recognized frequently as potential vehicles for strategies like sales tax reductions, or as locations for services given the concentration of creative businesses, workers, and artists. They were also discussed as creative areas that could be targeted for strategies around affordable housing and other capital investments.

3. Federal Budget/Continuing Resolution

House Speaker Kevin McCarthy surprised Members of Congress on the last day of the fiscal year last Saturday by suspending rules and finally bringing to the House Floor a clean Continuing Resolution (CR) with only additional disaster relief funding that was agreed to by a vote of 335-91 ([See how your House member voted.](#)) The Senate then passed the identical House bill shortly after by an 88-9-2 vote ([See how your Senator voted.](#)) Dramatically culminating with President Biden signing the CR into law and [posting it on the White House's social media](#) at 11:28 p.m. with only 32 minutes to spare. This temporary CR will now fund the federal government's

operations and provide new disaster relief funding only through November 17, 2023, and will be set at current fiscal year 2023 levels (no cuts).

Normally when a continuing resolution is passed, it is done to allow negotiators time to work on a more permanent agreement. However, this time, House Republicans immediately took a vote to remove Kevin McCarthy as speaker due to the deal he reached with Democrats. As a result, the chamber was left without a leader. At the time of writing, this process is still playing itself out, and will need to be resolved before any work can be done on a full-year spending package. Our colleagues at the National Assembly of State Arts Agencies (NASAA) said that if Republicans decide to appoint an ally of McCarthy, that member may feel emboldened and have more leeway to cut deals with Democrats moving forward. This would certainly pave the way for a spending bill to pass this fall. Should a more conservative member be selected, that person may be in a position where they are forbidden from making such a compromise. If that should occur, the prospect of a shutdown in November increases significantly. Regardless, we will continue to urge Congress to maintain funding for the agency at \$207 million (the figure contained within the continuing resolution) and to support the [federal-state partnership](#), which directs 40% of NEA program dollars to state and jurisdictional arts agencies and regional arts organizations.

4. Federal Budget

Americans for the Arts asked me to fly into Washington DC in mid-October for meetings with Senator Patty Murray, Chair of the Senate Appropriations Committee, Senator Cantwell, member of the Finance Committee and the Committee on Indian Affairs, Congressman Derek Kilmer, member of the Interior, Environment, and Related Agencies Subcommittee, and several others.

The meetings will allow us to update the legislators on the Billy Frank Jr., Statuary Hall project. It will also allow us to discuss the appropriation funding for the National Endowment for the Arts (NEA) and the National Endowment for Humanities (NEH). In addition, and key to this visit, is the opportunity to chat with them about proposed funding for creative arts therapies within the Departments of Defense and Veterans Affairs. As you all know, Washington State has a growing cohort of artists, arts therapists, arts, and creative organizations who work in this sphere to the benefit of veterans, and military connected populations. At the state level, ArtsWA offers constituents our Wellness, Arts, and the Military (WAM) program that supports and is growing this work exponentially. The possibility of new federal dollars alongside already allocated state dollars, could be meaningful for the state - for us and the WAM grants and services we offer, and for an increasing number of arts and creatives as they evolve or step into impactful work with military members and their families.

5. Travel

I have been traveling extensively for work with more to come. Recent trips included community meetings and site visits in Everett and Friday Harbor, Seattle meetings, and one on one meetings, and a presentation to attendees at the Washington Festivals and Events conference in Issaquah. At the time of writing, I am readying for three days in Washington DC as part of a "fly-in" group brought to DC by Americans for the Arts. Their specific interest in me was connected to my

hoped for ability to meet in person with Senator Murray, given her powerful position in Congress. Meetings are also scheduled with Senator Cantwell, Reps Kilmer, Adams, and Smith. Following DC, I will be in Denver for a Western States Arts Federation board meeting (my last as I am terming out with them after 9 years), and then to Australia Nov 1st-11th with Governor Inslee as part of a trade mission. The final trip of the year will be to Santa Fe, NM in December for a NASAA organized meeting of Executive Directors and Deputy Directors from around the country and the jurisdictions.

6. Radio Interview with Nancy Salguero McKay, Director Highline Museum in Burien. This is a wide-ranging interview that introduced me to the listeners and then focused on the arts agency, our programs, our impacts, our efforts around equity, some of my favorite programs, etc.

7. Cultural Access Vote for King County. Update
Executive Dow Constantine transmitted the CAWA legislation to the County Council on September 25th. He is very clear on the advantages of supporting the arts and creative sectors, and the benefits of growing the creative economy. There is a 75-day wait to implement a new tax (property tax in this case). It is expected to be voted on in late October or November. If passed in October, the county would be able to start collecting taxes on Jan 1st, 2024. If delayed, the next opportunity would start on April 1st. This timeframe would also contribute to a legacy for Council members Jeannie Kohl-Welles and Joe McDermott. The anticipated amount that King County would see because of this would be 20 million every quarter, 80 million dollars annually! Right now, it looks like the vote would be positive, and will remain so.

Inspire WA is working hard on the advocacy efforts. They have collected almost \$100,000 from King County arts organizations to support the effort. This will not necessarily be an easy passage. King County is facing a deficit of around \$50 million dollars in the coming year. This is mostly because of a cap on property tax increases to 1% per year, that was approved by voters in 2001. Passage of a tax to support arts and culture might be looked at askance by some. That said, Dow Constantine and Inspire WA now feel they have the votes to make this a reality.

8. Strategic Plan refresh and metrics review
We have hired a Contractor to assist staff in the quantification of the objectives and tasks in the ArtsWA 2022-2027 Five-Year Strategic Plan and consult on the development of key issues to inform the better Integration and coordination of vital elements of the plan.

We will start by bringing the program managers together to work on this effort as an ad hoc planning committee.

[Richard and Anna Linzer are our contracted planners.](#) They will:

- Supply the planning definitions typically used in long range planning efforts.
- Supply an instructional example of the way in which quantities can be added to all objectives and tasks in each of the four areas. (Equity, Impact, Practice, Program)

- Supply blank forms to be filled in by members of the planning committee in concert with staff members. These forms, coded by specific goals, objectives, and tasks will be assembled by the committee and consolidated into a single set of metrics to be applied to each Item.
- Assist planning committee in their review of the forms.
- Work with the members of the planning committee to identify a limited number of key Issues. Which will be used to focus on those options that will best shape the agency's approach to future efforts.
- Assist the planning committee in coordinating the elements of the plan.

Deliverables:

- Concise written Instructions that can be used by planning committee members and staff members to define and standardize terms used in planning.
- Forms to be used by planning committee members and their colleagues to quantify the objectives and tasks enumerated in their assigned areas or the plan.
- Discussion with planning committee members and selection of the metrics to be applied to the objectives and tasks in the current plan.
- Consultation to establish one, two or three key Issues as they relate to the plan as the implication of the metrics in the various components of this plan come to light.
- Consultation with planning committee members to generate the options that will clarify how specific objectives and tasks might be performed.
- Consultation with planning committee members to coordinate the elements of the plan.
- Assistance with final documentation of the quantification process by the planning committee.

9. NASAA Board

For those less familiar, the National Assembly of State Arts Agencies (NASAA) is a national, not-for-profit, nonpartisan organization dedicated to the nation's 56 state and jurisdictional arts agencies. NASAA's mission is to strengthen state arts agencies. ArtsWA is a member of NASAA. As an organization, NASAA helps organizations like ArtsWA with some of the information and tools we need to serve the public responsively, accountably, and inclusively. This is done through:

- Knowledge: NASAA is a clearinghouse for accurate and authoritative data. Our research and professional development services inform and inspire state arts agencies, sparking new ways of working, serving the public and developing the resilience of our field.
- Representation: NASAA is a champion and advocate for state arts agencies, asserting the importance of the arts to decision makers. We foster cross-sector support for the arts and give state arts agencies a persuasive policy voice.
- Community: NASAA convenes state arts agencies. Our warm and welcoming professional community energizes the work of state arts agencies, unites our members around common goals, and helps state arts agencies accomplish together more than they could alone.

In November, Tamar and Kalei will travel to Utah for the 2023 State Arts Agency Arts Education Managers Professional Development Institute. NASAA has been offering these sessions for

thirty years now. The intent is to support professional development programming for state arts agency arts education managers. The annual Professional Development Institute (PDI) provides meaningful leadership development and technical assistance for this diverse field. As a result, arts education managers are knowledgeable leaders in their field through a peer network that new and seasoned managers alike find invaluable.

In early December, Deane and I will travel to Santa Fe for an Executive forum. NASAA plans to convene an [Executive Forum](#) every two years. Executive Forums will be smaller gatherings for the executive and deputy/assistant directors of state and jurisdictional arts agencies. These meetings will be opportunities for in-depth, professionally facilitated dialogue about the most pressing issues facing state arts agencies. The emphasis will be on peer learning and conversations with colleagues.

NASAA Board: I have been on the board of NASAA since 2020. I am honored and humbled to be on the slate of recommended officers this year for NASAA. I have been treasurer of the NASAA board for the past year, and now I will move into the position of 1st Vice Chair, subject to approval by the membership at the annual meeting at the end of October.

Respectfully Submitted,

Karen Hanan, Executive Director

October 23, 2023

ArtsWA Budget Report Narrative – Fiscal Year 2023 Summary

July 1, 2022 – June 30, 2023

This report summarizes activity for 2023 Fiscal Year (FY23). While the fiscal year ends on June 30, the end-of-year accounting occurs into August. Provided below are final numbers for FY23.

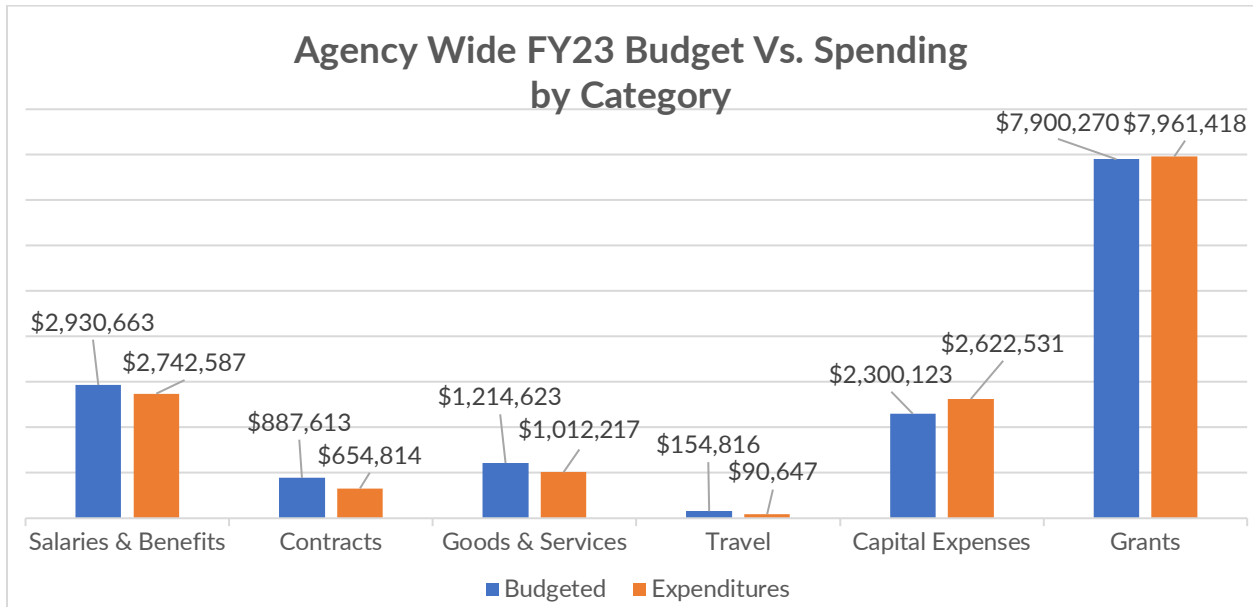
Agency Wide – 29.40 FTE

Budget

- \$7,501,953 spending authority (what was originally appropriated)
- \$7,886,155 interagency agreements
- **\$15,388,108 total budget**

Spending

- \$7,436,098 expenditures
- \$7,648,116 interagency reimbursements
- **\$15,084,214 total spending**



ArtsWA 1st Quarter Budget Report Narrative

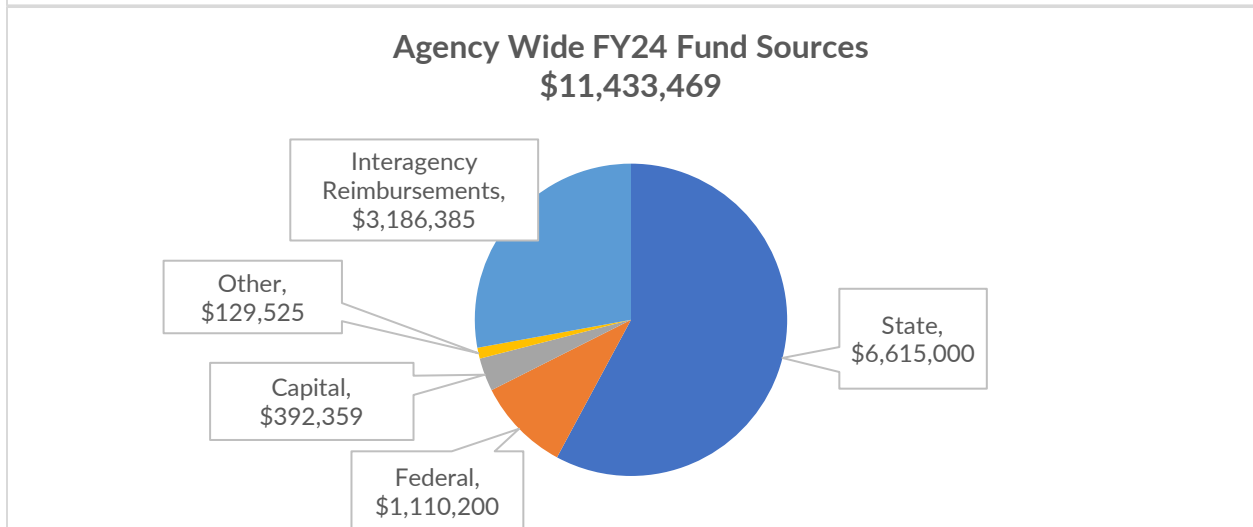
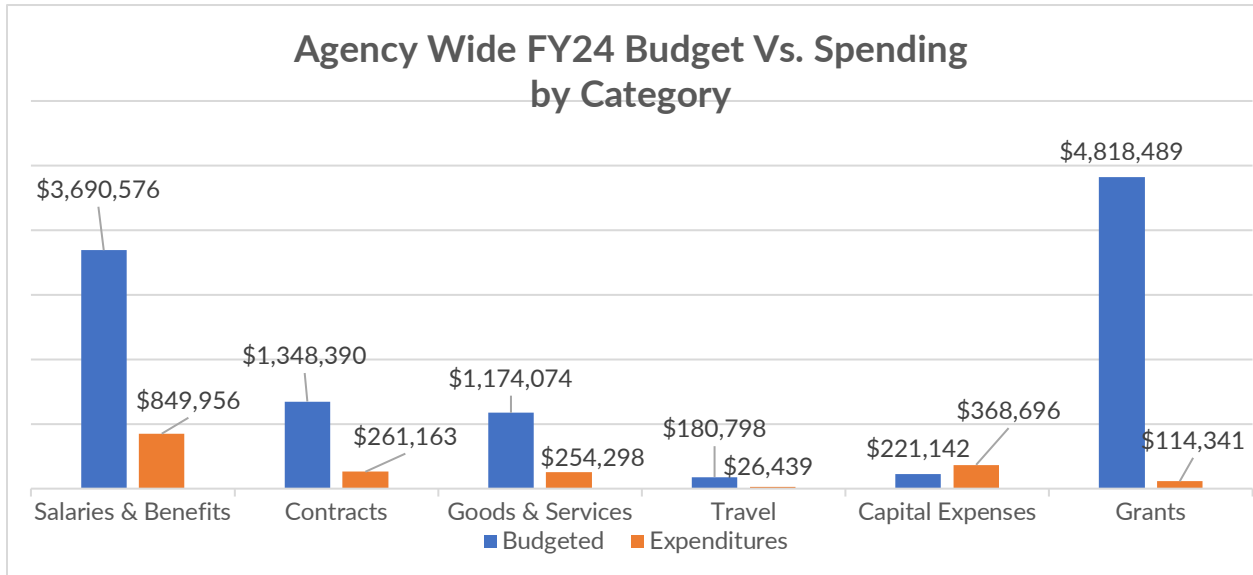
July 1 – September 30, 2023

This report summarizes activity for the first quarter of Fiscal Year 2024 (FY24).

The pie chart below represents the Agency’s budget as a whole and each of our fund sources as a piece of the whole.

Agency Wide – 31.40 FTE

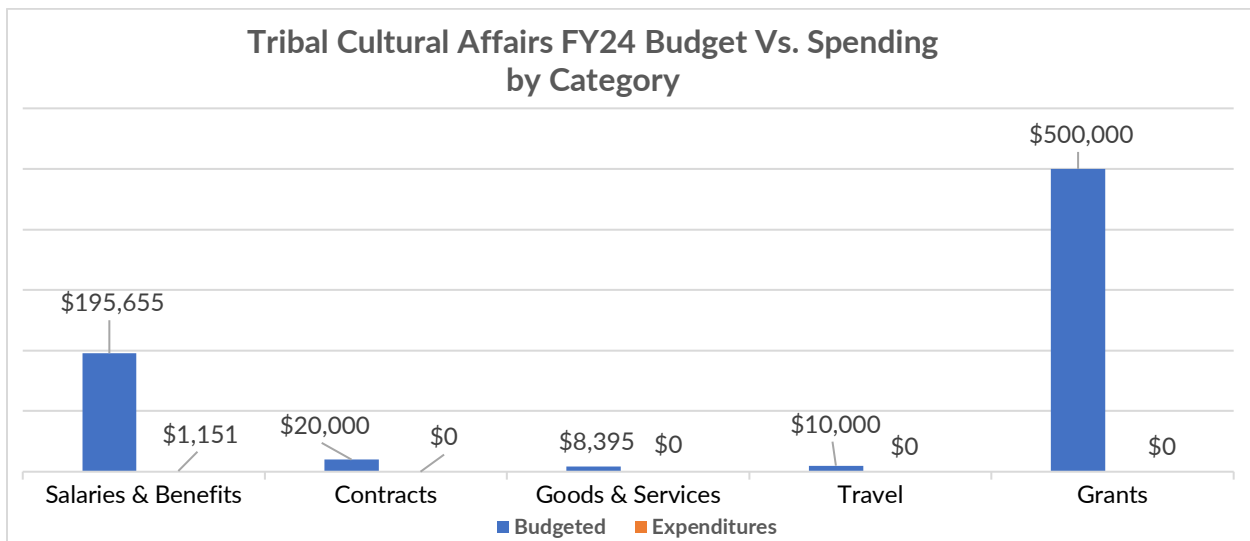
- \$8,247,084 spending authority (what was originally appropriated)
- \$3,186,385 interagency agreements
- \$11,433,469 total budget
- \$1,328,033 expenditures to date - **84% remaining.**



Tribal Cultural Affairs Program - 0 FTE

- \$734,050 total budget
- \$1,151 expenditures to date - **100% remaining.**

Tribal Cultural Affairs Program (TCAP) is the newest addition to ArtsWA and is funded entirely by the General Fund. Cheryl Wilcox was hired as the TCAP program manager and joined the team on October 2. She is working closely with Karen to establish the new program. A program specialist will be added to the team later in FY24.



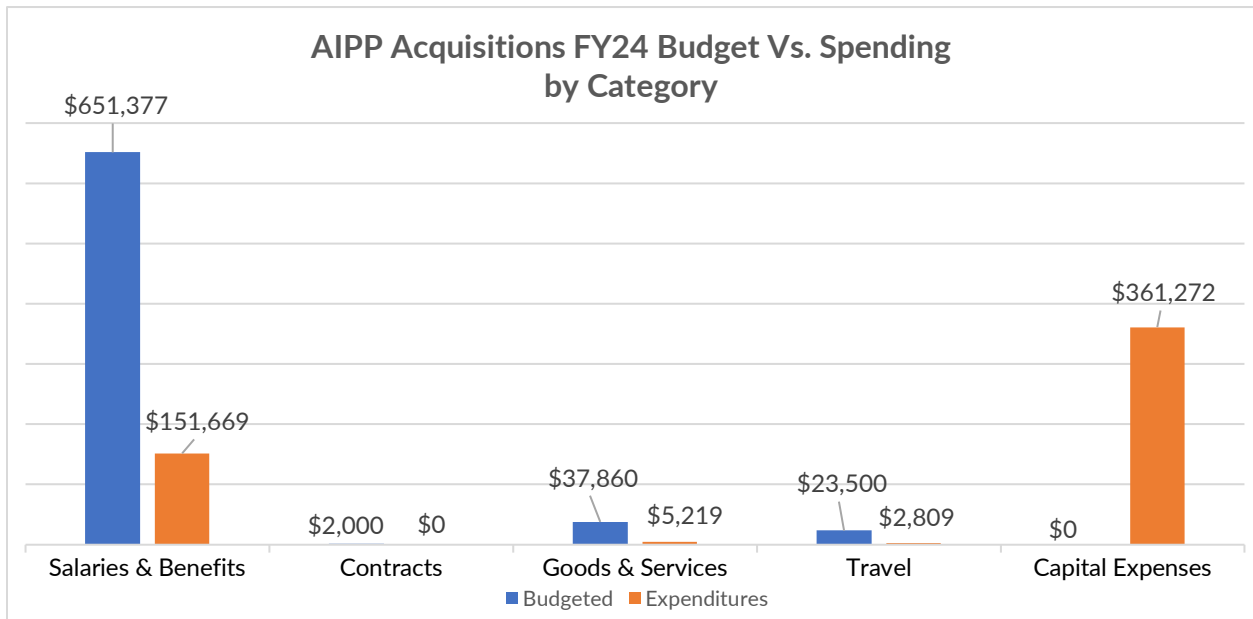
Tribal and Cultural Affairs - Notes & Updates:

As this program is stood up, initial expenses reflected are for staffing and other administrative costs. This program has \$500,000 a year budgeted towards grants.

Art in Public Places: Public Art Acquisition - 5 FTE

- \$714,743 total budget
- \$520,968 expenditures to date
- \$520,491 interagency reimbursements to date

This program includes expenses for the Art in Public Places (AIPP) program including staff, administration, statewide travel to communities and new artwork acquisitions for the State Art Collection. All costs related to public art projects (including artist fees and travel, design, fabrication, and installation) are fully reimbursed through Capital Funds from other agencies.



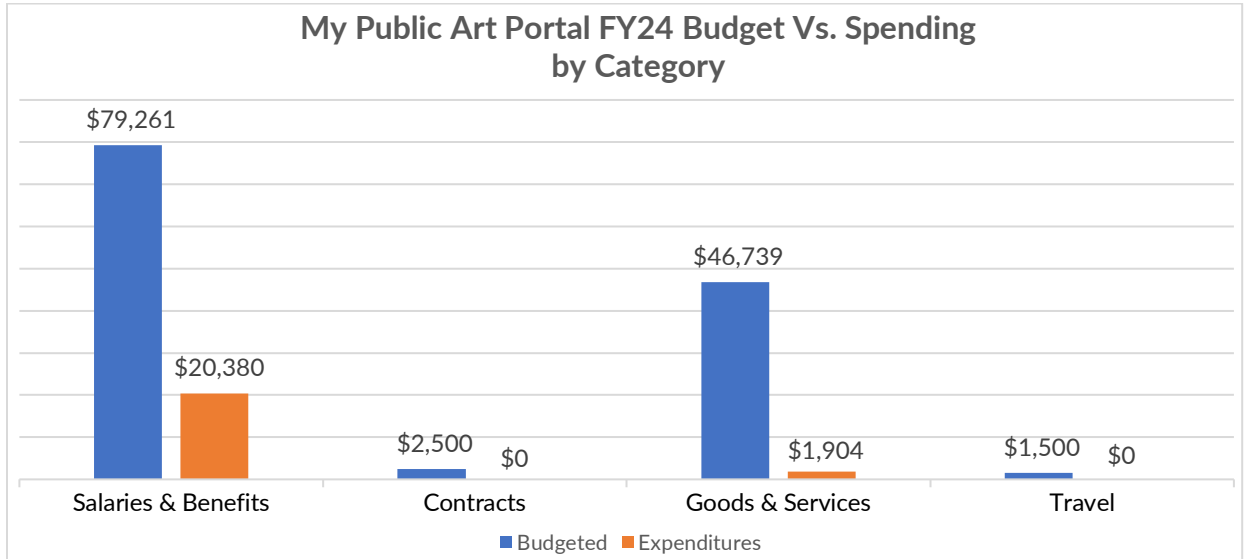
AIPP: Acquisitions Notes & Updates:

Allotments for this program are an estimate. All acquisitions are reimbursable, so the goal each fiscal year is to have all expenditures reimbursed, whatever that total amount is, by fiscal-year close. Interagency reimbursements are expected to match or exceed expenditures after year-end adjustments. Arts in Public Places also plans to hire an additional Project Manager mid-year to support their growing workload.

Art in Public Places: My Public Art Portal - 1.12 FTE

- \$130,000 total budget
- \$21,740 expenditures to date - **83% remaining**

The portal is funded entirely through the General Fund. Expenses include research, writing, image processing, and IT management (including staff oversight and server costs) for the online version of the State Art Collection.



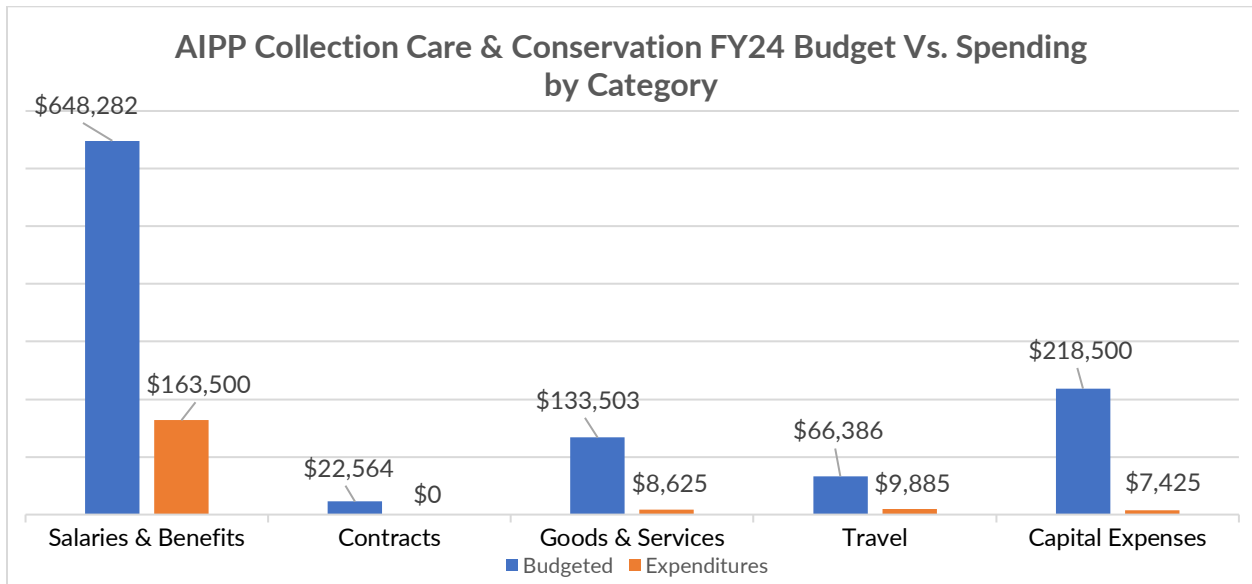
AIPP: My Public Art Portal Notes & Updates:

This program is starting out the year on track with spending, with expenses reflecting staffing and technology costs.

Art in Public Places: Collection Care and Conservation - 6.28 FTE

- \$808,565 spending authority
- \$280,670 interagency agreements
- \$1,089,235 total budget
- \$183,158 expenditures to date - **77% remaining**

This includes the staff and expenses to manage the care of the State Art Collection, the majority of which is covered through the agency’s operating budget. In addition to salaries and benefits, expenses include database management, statewide travel for staff, tools and materials, and contracting with professional conservators to preserve and maintain the Collection.



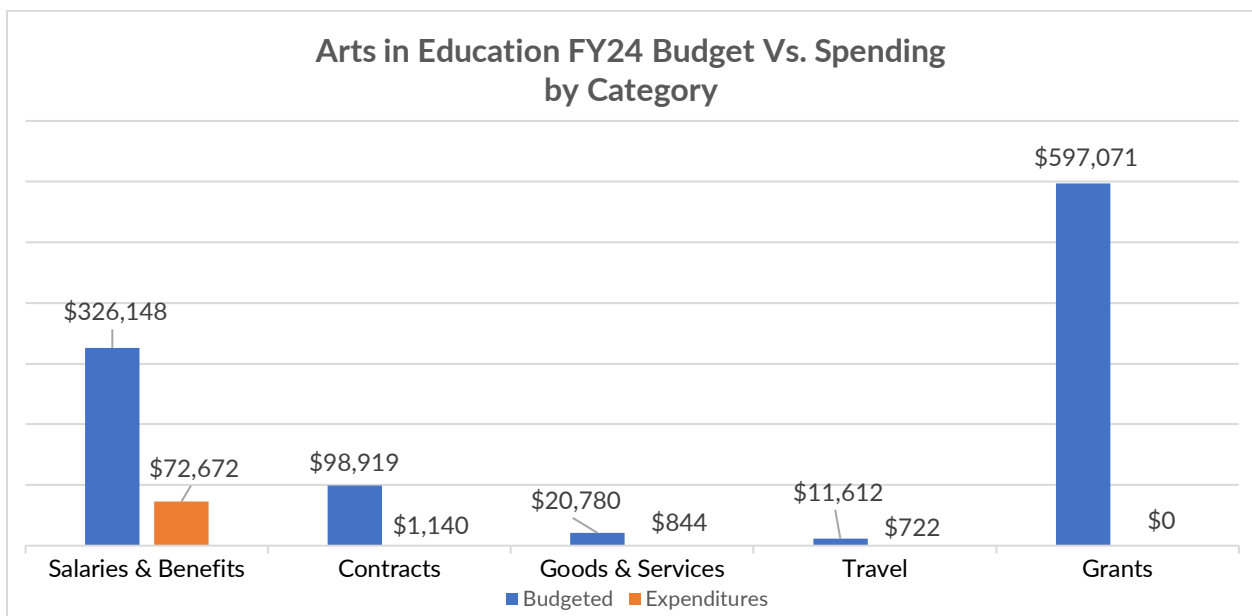
AIPP: Collection Care & Conservation Notes & Updates:

This program received funds for the 2023-2025 biennium to hire an additional Conservation Technician. Alcamy Henricksen joined the team in July 2023. Janae’s team was also recently awarded Innovation and Modernization funds by WaTech to upgrade their Art Collection database from MIMSY.

Community Investments: Arts in Education - 3 FTE

- \$938,858 spending authority
- \$115,672 interagency agreements
- \$1,059,530 total budget
- \$75,378 expenditures to date - **92% remaining**

This includes our AIE grant programs, Poetry Out Loud, the Teaching Artist Training Lab, and Washington Youth Arts Leadership. In addition to State General Funds, funding includes The National Endowment of the Arts and a grant from the WA Employment Security Department (ESD). Key partnerships include the Office of the Superintendent of Public Instruction (OSPI).



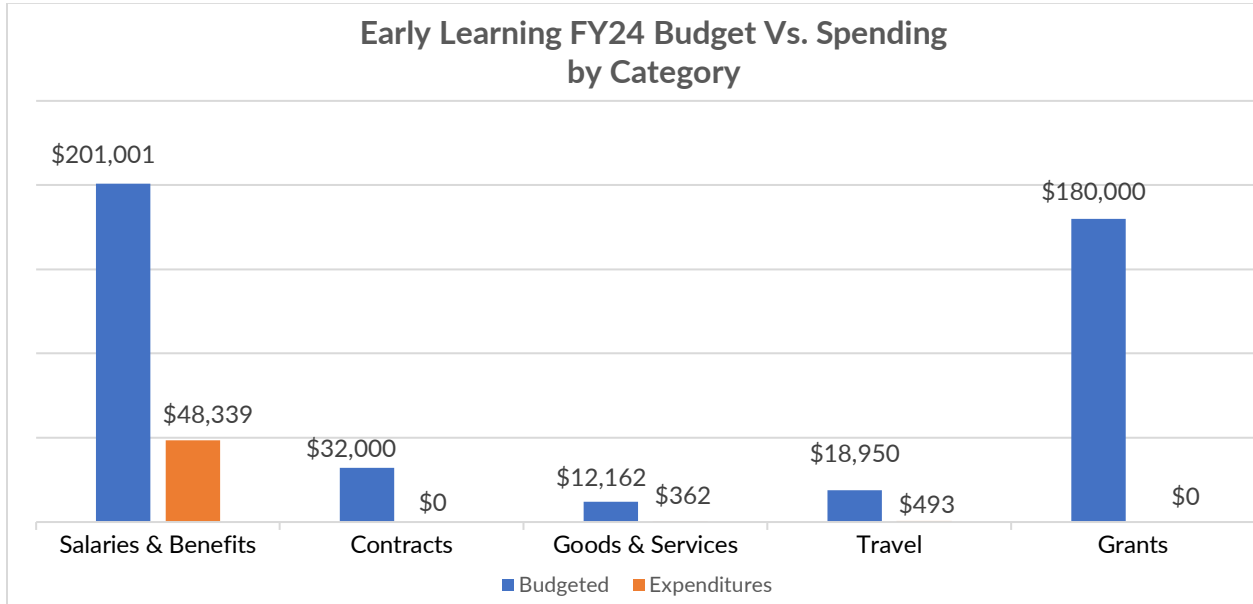
Community Investments – Arts in Education: Notes & Updates:

Kalei Matsui joined the AIE team in July 2023, filling the vacant Program Coordinator position. Carina A. del Rosario will also be joining the team starting November 1, as our Washington Youth Arts Leadership (WAYAL) Program Specialist at 0.5 FTE. Most expenses to date have been administrative, as most grant payments will come later in the fiscal year.

Community Investments: Early Learning - 2 FTE

- \$444,113 total budget
- \$49,194 expenditures to date - **89% remaining**

This includes the Creative Start Early Learning program, which receives funding through the General Fund and the Laird Norton Foundation. Key partnerships include the Wolf Trap Foundation.



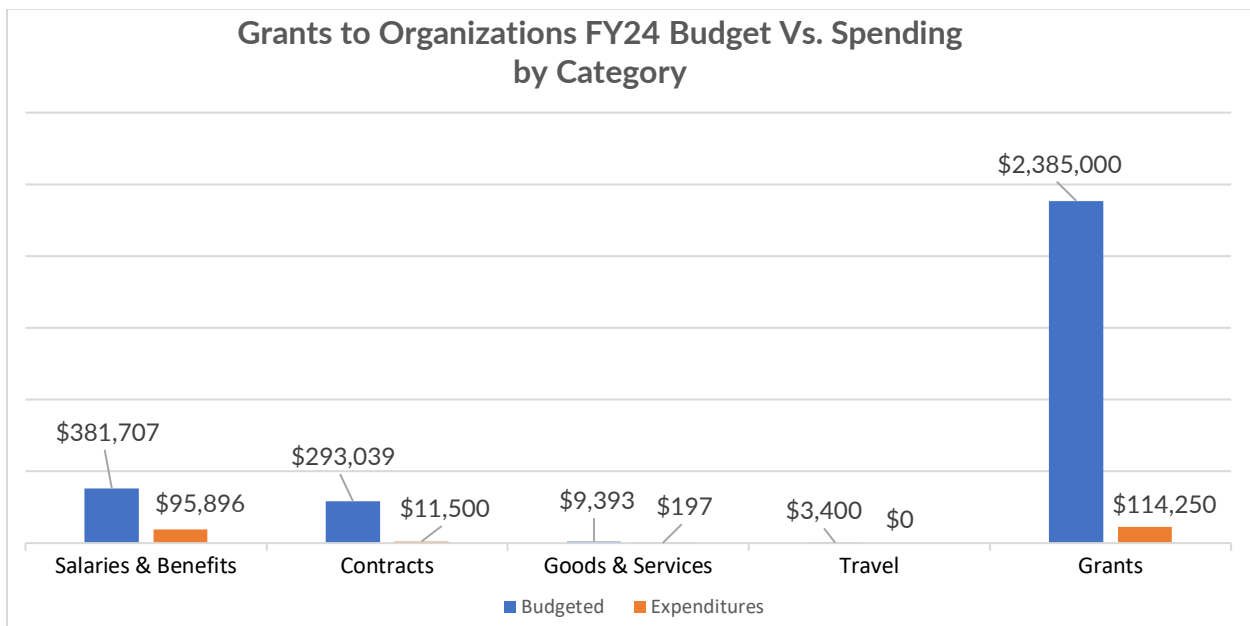
Community Investments - Early Learning: Notes & Updates:

Most grant payments are made towards the end of the fiscal year, so most expenses to date are administrative, including salaries and benefits. The Early Learning program's partnership with the Wolf Trap Foundation will utilize the remaining funding from the Laird Norton Foundation.

Community Investments: Grants to Organizations - 4 FTE

- \$1,232,539 spending authority
- \$1,840,000 interagency agreements
- \$3,072,539 total budget
- \$221,843 expenditures to date - **82% remaining**

This includes administrative expenses, costs for convening and staffing panels, and working with granting partners and constituents. In addition to State General Funds, funding includes The National Endowment of the Arts and partnerships with the Department of Commerce.



Community Investments – Grants to Organizations: Notes & Updates:

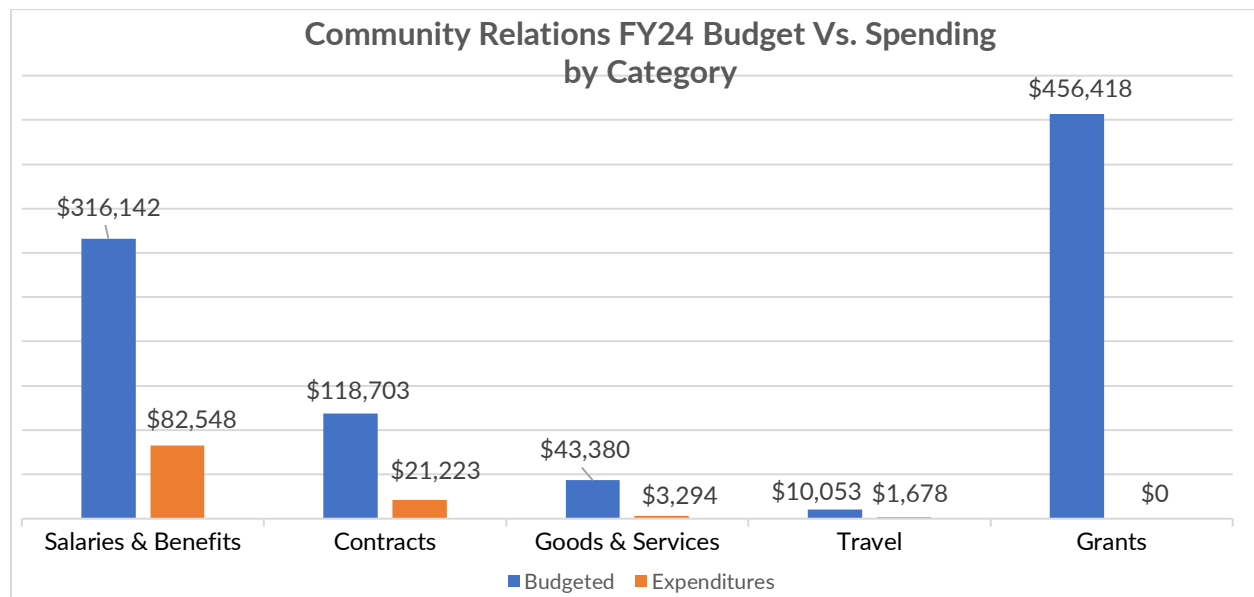
In addition to GTO’s established granting programs, GTO will be distributing \$1,840,000 in COVID Impacts Recovery Grants in partnership with the Department of Commerce.

Additionally, a Therapeutic Arts program is being established in partnership with Path with Art.

Community Relations – 3 FTE

- \$894,696 spending authority
- \$50,000 interagency agreements
- \$944,696 total budget
- \$108,743 expenditures to date - **88% remaining**

Community Relations contains both Communications and Community Investments (Creative Districts, Building for the Arts, Change Leader). This area supports the administration and management of these programs, travel, webinars, meetings, constituent communications, and technical support. Funding for this program comes from several sources, including State General Funds, Capital funds, The National Endowment of the Arts, private fundraising and partnerships with the Department of Commerce.



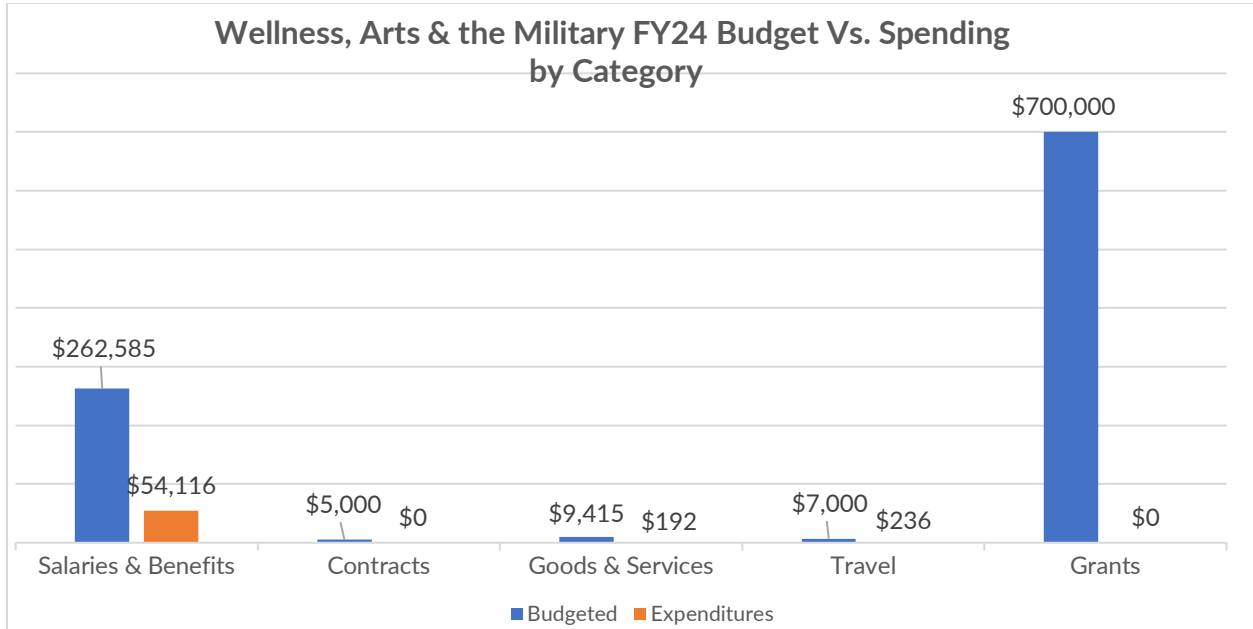
Community Relations - Notes & Updates:

Community Relations works closely with Karen to oversee the planning for the Governor’s Arts & Heritage Awards (GAHA), including seeking additional funding through ads and sponsorships.

Wellness, Arts, and the Military – 2 FTE

- \$984,000 total budget
- \$54,544 expenditures to date - **94% remaining**

This program’s budget comes from the General Fund and includes administrative costs, events, and \$700,000 in grants. Key partnerships include the Department of Veteran Affairs.



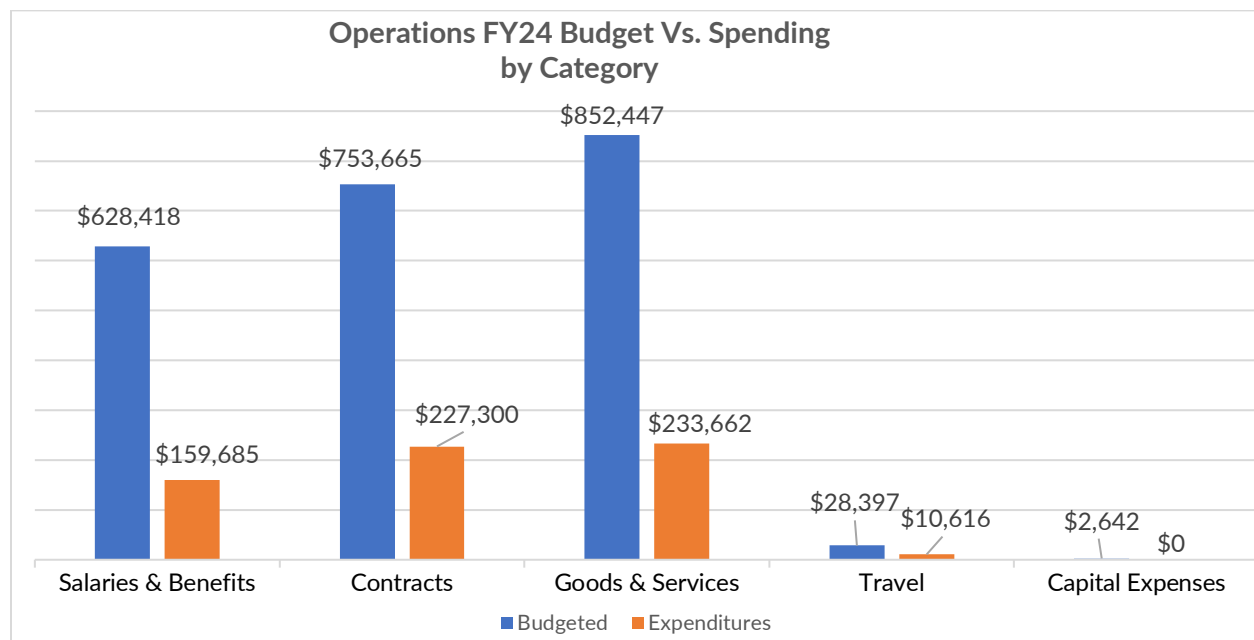
Wellness, Arts and the Military - Notes & Updates:

WAM has hired an administrative assistant to round out their team in FY24. Gabrielle Smith, WAM’s former Vet Corps Coordinator, will be joining the staff October 2. This program will continue to offer Self-directed Art Practice (SAP) grants to U.S. military-connected individuals, and General Operating Support grants to organizations that offer arts programs to military-connected individuals and communities.

Operations – 5 FTE

- \$2,080,269 spending authority
- \$185,300 interagency agreements
- \$2,265,569 total budget
- \$611,263 expenditures to date - **71% remaining**

Operations includes a large variety of agency operational costs. Examples include commission member travel, meeting costs, building rent, telephones, membership dues for national and regional organizations, equipment, accounting, computers, and the staff working on agency-wide operations. Also included under the Operations umbrella is the Folk Arts partnership with Humanities Washington and the Billy Frank Jr. Statue project. The majority of funding comes from State General Funds and the National Endowment of the Arts.



Operations Notes & Updates:

FY24 funds have been paid to Humanities Washington to support the Center for Washington Cultural Traditions (CWCT). Expenses for the Billy Frank Jr. statue project have included payments to the artist, Haiying Wu, and the Nisqually Tribe.

Board Meeting Minutes

Washington State Arts Commission

Tuesday, August 1, 2023 / Capitol Theatre, Yakima WA

Commissioners Present

Robin Avni
Claudia Castro Luna
Lou Oma Durand
Reinaldo Gil Zambrano
Tony Ginn
Ryan Hardesty
Tisa Matheson
Tisa McBride
Noël Moxley
Catherine Nueva España, Second Vice Chair
Justin Raffa, Chair
Charlie Robin
Star Rush
Rosanna Sharpe, First Vice Chair
Krishna Thiagarajan
Judy Tuohy
Senator Lisa Wellman
Representative Sharon Wylie

Commissioners Absent

Senator Matt Boehnke
Dr. Kelvin Frank
Jasmine Mahmoud, PhD
Representative Jacquelin Maycumber
Joan McBride
Terry Morgan

ArtsWA Staff Presenters

Miguel Guillén Grants to Organizations (GTO) Program Manager
Karen Hanan, Executive Director
Linnea Ingalls, GTO Program Coordinator
Tamar Krames, AIE Program Manager
Annette Roth, Community Development Manager
Alexis Sarah, Early Learning Project Manager
Deane Shellman, Deputy Director
Mike Sweney, AIPP Program Manager
Michael Wallenfels, Communications Manager

Guests & Speakers

Pam Breaux, Executive Director, National Assembly of State Arts Agencies (NASAA)
Michael Cade, Thurston Economic Development Council
Christian Gaines, Executive Director, Western States Arts Federation (WESTAF)
Thomas Grant Richardson, Director, Center for Washington Cultural Traditions
Michael Wallenfels, Communications Manager
Julie Ziegler, Director, Humanities Washington

For a full transcript of the meeting, please view recording at:

Aug 1: <https://www.tvw.org/watch/?eventID=2023081008>

Aug 2: <https://www.tvw.org/watch/?eventID=2023081009>

Call to Order / Land Acknowledgement / Roll Call

Raffa, ArtsWA Board Chair, called the meeting to order at 12:34 p.m. Robin welcomed the board to Capitol Theatre and gave the land acknowledgement. Roll call was conducted, and a quorum

was verified. Commissioners newly appointed to the board were introduced: Star Rush, Noël Moxley, and Anthony Ginn. The public comment rules were shared.

A MOTION to approve the agenda was made by McBride, seconded by Ginn, and passed unanimously.

Chair's Report

Raffa read from his report (packet pp. 1-4) about his hope for the future from the agency program growth he has seen during his six years on the Board, and his concern over the need for greater funding to better support Washington state constituents.

Commissioners were reminded to RSVP for their attendance at board meetings, and to schedule the 2024 board meeting dates and locations on their calendars.

Executive Director's Report

Hanan reviewed her report, the budget report and strategic plan dashboard update (packet pp. 5-9). She highlighted the budget request to increase per capita funding to \$2 per person in order to grow legacy programs, create new programs and better provide service to constituents. Shellman introduced the final fiscal quarter budget report.

Approve Consent Agenda

The consent agenda includes approval of:

- Board meeting minutes of May 2, 2023—pp. 27-30

A MOTION to approve the consent agenda was made by McBride and seconded by Castro Luna. The motion passed with no corrections to the minutes.

Grants to Organizations

Guillén and Ingalls presented panel recommendations for grant funding for approval. Applications were more diverse in terms of culture and arts practices. Overall, twice as many applications were received than last year, showing that communications and outreach is working. However, funding remains at the same level as last year.

A MOTION to ratify the Executive Director's decision to approve the panel's recommendation for FY24 Creative Project Grant totaling \$87,500 as provided in the packet (pp. 31-36) was made by Tuohy, seconded by Ginn. There were no conflicts of interest. The motion passed unanimously.

A MOTION to ratify FY24 General Operating Support: Emerging grants totaling \$38,500 as provided in the packet (pp. 37-40) was made by Nueva España and seconded by Castro Luna. There was one conflict of interest: Thiagarajan (Seattle Chamber Orchestra). The motion passed with one recusal.

A MOTION to ratify the Executive Director's decision to approve the panel's recommendation for FY24 General Operation Support: Sustaining for Small and Midsize Organizations totaling \$222,000 as provided in the packet (pp. 41-53) was made by Avni and seconded by Moxley. There was one conflict of interest: Raffa (Mid-Columbia Mastersingers). The motion passed with one recusal.

A MOTION to ratify the Executive Director's decision to approve the panel's recommendation for FY24 General Operation Support: Sustaining for Large Organizations totaling \$152,000 as provided in the packet (pp. 54-63) was made by Tuohy and seconded by Ginn. There were three conflicts of interest: Robin (The Capitol Theatre Committee), Nueva España (Velocity Dance Center), and Thiagarajan (Seattle Youth Symphony Orchestras and Seattle Arts & Lectures). The motion passed with three recusals.

A MOTION to approve the panel's recommendation for FY24 Art Service Organization grants totaling \$40,000 as provided in the packet (pp. 64-66) was made by Thiagarajan and seconded by Robin. There were no conflicts of interest. The motion passed unanimously.

The Grants to Organizations team received notification that there were pandemic funds remaining which allowed them to provide additional funding to the FY23 ReVive Washington grants.

A MOTION to ratify the Executive Director's decision to approve the panel's recommendation for FY23 ReVive Washington additional grants as provided in the packet (pp. 67-76) was made by Ginn and seconded by Avni. There were two conflicts of interest: Nueva España (Khambatta Dance Company) and Rush. The motion passed with two recusals.

Arts in Education Program

Krames reviewed the FY24 AIE Project Grants panel recommendations (packet pp. 77-83). Sarah reviewed the Creative Start grants funding process that supports pre-K and early learning (packet pp. 84-88).

Creative Start Project Grant Recommendations

A MOTION to approve panel recommendations for funded and not-funded FY24 Creative Start Project Grants was made by McBride and seconded by Ginn. There were two conflicts of interest: Moxley (Tieton Arts & Humanities) and Tuohy (Shack Arts Center). The motion passed with two recusals.

FY24 AIE Project Grants

A MOTION to ratify the Executive Director's approval for additional funds for Arts in Education (AIE) Sustaining Project Grants was made by Robin and seconded by Touhy. There was one conflict of interest: Matheson (Northwest Museum of Arts & Culture). The motion passed with one recusal.

A MOTION to approve panel recommendations for additionally funded Arts in Education (AIE) Sustaining Project Grants was made by Nueva España and seconded by Moxley. There were two conflicts of interest: Castro Luna (Jack Straw) and Durand (Jack Straw). The motion passed with two recusals.

A MOTION to approve the panel recommendations for additionally funded Arts in Education Emerging Project Grants was made by Sharpe and seconded by Avni. There were no conflicts of interest. The motion passed unanimously.

Center for Washington Cultural Traditions

Ziegler provided an overview of the partnership between Humanities Washington and ArtsWA, which includes the State Poet Laureate and the Center for Washington Cultural Traditions (CWCT).

Richardson explained the Heritage Arts Apprenticeship Program (HAAP) and presented the cohort of HAAP pairs for approval (packet pp. 89-90). HAAP brings together teams of a master artist with one or more apprenticeships to train in their culture with the purpose of carrying the artform into the future. HAAP is only one of many programs in CWCT but often proves to be the gateway program that introduces culture bearers to the Center to participate in other programs.

A MOTION to approve the panel recommendations for the Heritage Arts Apprenticeship Pairs as outline in the packet was made by Robin, seconded by McBride, and passed unanimously with no conflicts of interest.

Art in Public Places

Sweney provided an overview of the acquisition process and the role that the roster of pre-approved artists plays in the overall program. The pre-qualified list includes regional and national artists, emerging and established, in a variety of art mediums. AIPP usually begins 30 to 40 new projects per year, meaning approximately 30 to 40 artists listed on the roster receive work each year (packet p. 91).

A MOTION to approve the review panel recommendations for the Public Artist Roster as provided in the handout was made by Thiagarajan and seconded by Moxley. There was one conflict of interest: Tuohy (Shack Art Center). The motion passed unanimously with one recusal.

Regional and National Partnership Presentation

Hanan said the relationship with National Assembly of State Arts Agencies (NASAA) and Western States Arts Federation (WESTAF) brings value to the state through various means of support.

Breaux, NASAA Executive Director, said that NASAA was created 65 years ago by state art agencies to strengthen state art agencies. NASAA provides data and evidence-based knowledge services, representation services, and community building services. Training, webinars, and other education are provided. The organization has long-term data on state arts agencies and their granting, for instance. NASAA can help tell the story of granting with over 20 years of data. NASAA is the only national arts agency that works with Congress to ensure 60% of funding to the National Endowment of the Arts (NEA) for their granting, and 40% of funding to state arts agencies through partnership grants, so that states can support the arts with federal funding. NASAA also brings the nation-wide state arts community together for learning and convening to share best practices.

NASAA advocacy is non-partisan. The organization works intentionally to maintain the arts for the public good while working across 50 states and six jurisdictions. NASAA is dedicated to helping state arts agencies navigate an environment where resources may become more unpredictable in the next few years through their advocacy efforts. It is also exploring new ways for state arts agencies to build partnerships to share knowledge and increase diversity efforts.

Gaines, WESTAF Executive Director, was established almost 50 years ago to give a collective voice on the national stage for the interior west. It has grown to include all 13 western states and three U.S. territories. The primary purpose is to support newly formed state arts agencies, and serve as a connector between local, state and federal entities in support of the arts. WESTAF is responsive to their constituents through public policies, alliances and advocacy around issues of regional concern. WESTAF joins with the five other regional arts organizations in the U.S. to collaborate on various issues that affect the arts. It also conducts the Tour West program by providing funding for presenters that encourages attracting programs to the western regional that might not otherwise come this direction. WESTAF also funds lobbyists for the various states to support state arts agencies' pursuit of state funding, and the establishment of laws that support the arts. WESTAF has become a serious technology developer making strategic investments in building and developing technology for the arts sector and is an expert on the creative economy. WESTAF is currently leading an effort within Washington state to better understand the creative economy.

Nominating Committee Report

Sharpe, First Vice Chair, is serving as the Nominating Committee Chair. The Survey of Commissioners (packet pp. 92-96) is an important tool, and important time for reflection and gathering feedback. She thanked commissioners for participating and reviewed the outcomes. Sharpe reviewed the proposed slate for the election of Board Officers (*handout*).

A MOTION to accept the slate of Board Officers was made by McBride and seconded by Tuohy; it passed unanimously. Charlie Robin, the newly elected Board Chair, will begin his term at tomorrow's meeting.

Raffa provided an overview of committees that Commissioners may participate in during their Board service.

Public Comment

No members of the public were present to make comment.

Adjourn

Robin adjourned the meeting at 4:39 p.m.

Wednesday, August 2, 2023

Before the meeting, Commissioners toured the SunDome at the State Fair Park and Event Center to view Richard C. "Dick" Elliott's 'Circle of Light.' ArtsWA, with funding from the Washington State Legislature, brought this incredible artwork "full circle"—fully restored, and ready to delight the community for decades to come. Many thanks to Kathy Kramer, President and CEO, of the State Fair Park, and her staff for the tour.

Call to Order

Robin called the meeting to order at 10:15 a.m. Moxley read the land acknowledgement and roll call was conducted to verify that a quorum was present.

Strategic Plan Update: Year Two Priorities

Hanan and Wallenfels facilitated pecha kucha presentations on strategic plan year two priorities for various agency programs (packet pp. 97-100).

Paul G. Allen Foundation Projects Overview

Roth provided an overview of the proposal made to Paul G. Allen Foundation (PGAF) for funding (packet p. 101). PGAF was interested in the Creative Districts program and the Creative State podcast. If the proposal is funded, it would be a two-year project with a total funding of approximately \$500,000.

Roth and Cade discussed the economic growth component of the proposal. Wallenfels provided an overview of the Creative State podcast.

2024 Advocacy Strategy Discussion

Robin, in his capacity of Advocacy Chair, discussed the difference between allowed advocacy activities for Commissioners, and grassroots advocacy which is not allowed. Hanan said ArtsWA is a cabinet agency, which means that staff support the Governor's budget. Commissioners do have space to discuss funding needs not in the Governor's budget because they are tasked by law to discuss agency budget needs with legislators, to educate on the needs of the agency including budget priorities and funding. Commissioners cannot ask their neighbors or friends to lobby legislators on the agency's behalf; that is grassroots lobbying and is not allowed.

Robin provided guidelines for Commissioners to reach legislators between now and the next quarterly meeting. Robin says legislators will look for and be receptive to information specific to their area. Representative Wylie said it is important to develop relationships with legislators and educate them on the value of the arts including educational and economic value, especially to their district, but also to the state. Senator Wellman sits on the Ways and Means Committee in the Senate. Individual projects are nice and local legislators need to understand what is happening in the district. As a state and a cultured society, there are state-wide programs and impacts such as those that impact the military or children, that are of interest to all legislators.

One-pager Review and Discussion

Commissioners split into groups to discuss the one-pagers outlining budget requests for next year's legislative session. Input will be used to refine one pagers for use during the 2024 legislative session.

Rep. Wylie emphasized that it is important to be as boiled down and succinct as possible with information.

Public Comment

No members of the public were present to make comment.

Adjourn

Robin adjourned the meeting at 2:04 p.m.

Board Meeting Minutes

Washington State Arts Commission

Thursday, September 7, 2023 / Virtual

Commissioners Present

Robin Avni
Claudia Castro Luna
Tony Ginn
Ryan Hardesty
Jasmine Mahmoud, PhD
Tisa Matheson
Noël Moxley
Catherine Nueva España, Second Vice Chair
Justin Raffa, Chair
Charlie Robin
Star Rush
Krishna Thiagarajan
Senator Lisa Wellman

Commissioners Absent

Senator Matt Boehnke
Lou Oma Durand
Reinaldo Gil Zambrano
Dr. Kelvin Frank
Representative Jacquelin Maycumber
Joan McBride
Terry Morgan
Rosanna Sharpe, First Vice Chair
Judy Tuohy
Representative Sharon Wylie

ArtsWA Staff Presenters

Miguel Guillén Grants to Organizations (GTO) Program
Manager
Karen Hanan, Executive Director
Linnea Ingalls, GTO Program Coordinator
Annette Roth, Community Development Manager
Michael Wallenfels, Communications Manager

Guests & Speakers

Dinah LeDuc, Legislative Assistant to Senator Boehnke

For a full transcript of the meeting, please view recording at: https://youtu.be/raZfmSF_ils

Call to Order / Land Acknowledgement / Roll Call

Robin, ArtsWA Board Chair, called the meeting to order at 10:10 a.m. and gave the land acknowledgement. Roll call was conducted, and a quorum was verified. The public comment rules were shared.

A MOTION to approve the agenda was made by Senator Wellman, seconded by Castro Luna, and passed unanimously.

Governor's Arts & Heritage Awards

Roth reviewed the list of panel recommended honorees (*packet pp. 1-4*). Castro Luna stated she was impressed and inspired by the choices for this year's awards. She feels a rush of pride to be a constituent of a state and supports the arts in this way and thanked the selection committee for their work to select these nominees. Roth agreed that all the finalists were very strong, and it took deep discussion to select the final honorees.

A MOTION to approve the panel recommendations for the Governor's Arts & Heritage Awards was made by Ginn and seconded by Senator Wellman. There no conflicts of interest. The motion passed unanimously.

Only after Governor Inslee has approved the recommendations are they made official, and the results made public.

Grants to Organizations

Guillén explained that additional funds of \$300,000 were found during the close of the fiscal year budget. Ingalls, Grants to Organizations Program Coordinator, reviewed the funding guidelines to disperse these additional funds.

A MOTION to approve the panel's recommendation for an increase of \$10,000 to FY24 Art Service Organization grants as provided in the packet was made by Ginn and seconded by Castro Luna second. One conflict of interest: Thiagarajan (Inspire WA). The motion passed with one recusal.

A MOTION to ratify the Executive Director's decision to approve the panel's recommendation for FY24 General Operation Support: Sustaining for Small and Midsize Organizations totaling \$166,000 as provided in the packet was made by Avni and seconded by Mahmoud. There were no conflicts of interest. The motion passed unanimously.

A MOTION to ratify the Executive Director's decision to approve the panel's recommendation for FY24 General Operation Support: Sustaining for Large Organizations totaling \$112,000 as provided in the packet was made by Ginn and seconded by Mahmoud. There were two conflicts of interest: Thiagarajan (Music of Remembrance), Robin (Capitol Theatre Committee) and Nueva España (Centrum). The motion passed with two recusals.

Hanan explained that at the end of the fiscal year, the budget is closed out. There were monies saved on federal monies that can be rolled forward to the next fiscal year. We cannot spend that roll over money until all bills are paid several months after June 30, 2023.

Public Comment

No members of the public were present to make comment.

Adjourn

Robin adjourned the meeting at 10:44 a.m.

Art in Public Places: K-12 Pooled Funds

Overview

When Washington contributes construction funding for K-12 public schools, ½% of the state's portion is set aside for public art. ArtsWA works with the Office of the Superintendent of Public Instruction (OSPI) to determine eligibility and to combine all artwork funds into one pool. The Art in Public Places (AIPP) program establishes a process for distributing public art funds and manages the resulting art acquisitions.

School districts are invited to apply on behalf of eligible schools for fully funded, site responsive public art projects through an established process managed by AIPP staff. Eligible schools are defined as those with any amount of new state-funded construction.

Update

In the 2023-25 biennial cycle, 17 school districts were invited to host artworks at 27 eligible schools. Of those, 13 districts applied for 23 schools. On Thursday, October 26, AIPP convened the following panel to review applications and make recommendations for Board consideration:

- Claudia Castro Luna, ArtsWA Board, Seattle
- Janet Hayakawa, Arts Program Supervisor, OSPI
- Marissa Laubscher, AIPP Senior Project Manager
- Jayson Murray, Construction Project Manager, Evergreen Public Schools, Vancouver
- Tracy Poindexter-Canton, Visual Artist, Spokane

The panel reviewed each application carefully, with an emphasis on equity as captured in ArtsWA's 2022-27 Strategic Plan and AIPP's vision statement: "Art in Public Places is uniquely positioned to advance and support art and artists across Washington. Our goal is to build and care for a State Art Collection that is impactful, accessible, and valued. We seek lasting artworks that reflect Washington's diverse communities."

The panel considered:

- District location (including population density)
- School economics (including percentage of students receiving free and reduced lunch)
- School diversity (including percentage of English-language learners)
- District access to the State Art Collection (number of state-owned works in district)
- District care for State Art Collection artworks (history of stewardship)

Recommendation

That the Board approve the panel's recommendations for new public art projects at public schools as identified in the handout.

Submitted by:

Michael Sweney, Art in Public Places Program Manager

October 16, 2023

Art in Public Places: Artwork deaccession

Overview

ArtsWA is responsible for the deaccession, or removal, of artwork from the State Art Collection in accordance with our Board-approved collections management policy, *ArtCare: Collections Management Policy for Washington's State Art Collection* (approved by the Board August 7, 2018). Deaccession helps maintain the integrity of the State Art Collection.

Criteria

Artworks are deaccessioned from the State Art Collection when reasonable cause has been established by one of the following criteria:

- The artwork has been lost or stolen.
- The artwork presents a safety hazard in its present condition.
- The artwork is beyond repair, because conservation or restoration of the artwork's structural or aesthetic integrity is either:
 - Technically infeasible.
 - Disproportionate to the value of the artwork.
- The artwork requires excessive maintenance that is disproportionate to its value.
- The environment or architectural support (on which a site-specific artwork depends) is to be, or has been, destroyed or modified such as to compromise the artist's intentions and re-siting is infeasible.
- The artwork was acquired without proper or full title transfer to ArtsWA or without necessary permissions secured by the artist.
- The artwork includes material subject to the Native American Graves Protection and Repatriation Act (NAGPRA).

Procedure, authority, and panel

The deaccession process is initiated when an artwork meets one or more of the deaccession criteria. Staff research the artwork and its status, may contact the artist, and/or use other methods to gather additional information, forming a staff recommendation that is presented to the Deaccession Panel or Executive Director. Staff initiates Executive Director-approved deaccessions in timely situations, typically involving construction.

Final authority to ratify Executive Director-approved deaccessions rests with the Board.

Recommendation

That the Board ratify the Executive Director's decision to deaccession the following artwork from the State Art Collection. This artwork is integrated into a site that will be demolished during a major school remodel in November 2023.

Parks Anderson
Helen's Place (1982)
Cedar wood, concrete, and Plexiglas, 10 x 27 x 23 ft
Sited at West Sound Technical Skills Center, Bremerton
School District
WSAC1982.140.000



Respectfully submitted:

Janae Huber, Collections Manager
Art in Public Places
October 9, 2023

Art in Public Places

Protecting Public Art Collections: Emergency Preparedness through Remote Risk Assessment and Mapping

Project overview

ArtsWA and the Midwest Art Conservation Center (MACC) are developing a framework for remotely assessing risks to artworks from natural disasters such as earthquakes, wildfires, and floods. The tool will help ArtsWA plan for disasters. It will also help us prioritize our response immediately after an event and in the recovery phase.

ArtsWA and MACC worked with State Art Collection artworks located in six Washington counties: Clark, Grays Harbor, Pierce, Skagit, Walla Walla, and Yakima. These counties represent diverse disaster risks including tsunamis, droughts, wildfires, earthquakes, volcanoes, and floods. The artworks in these counties are representative of the State Art Collection as a whole.

Funding

The project—which is in its pilot phase—is funded through a grant from the National Endowment for the Humanities (NEH). Once completed, it is intended as a model that can be adopted by other public art agencies around the country.

Project timeline and next steps

- 2021 – ArtsWA and MACC developed the concept and applied for funding
- 2021, December – Funding was announced by the NEH
- 2022-2023 – Pilot project work including:
 - Artwork data entry
 - Public art field survey
 - Development of risk matrix
 - Site visits to test risk assumptions
 - Completion of project final report
- 2023 – Application for next phase funding
- 2024-2026 – If funded, develop matrix with artworks in *all* Washington counties and additional public art programs (Tri-Met, Oregon; Phoenix, Arizona; Minneapolis, Minnesota; and Coral Gables, Florida).
- 2026 – Disseminate project to the public art field more broadly

Respectfully Submitted,

Janae Huber, Collections Manager
Art in Public Places
October 10, 2023

Creative District Certification Recommendations

Certification Program Overview

The Certified Creative Districts program helps communities turn arts and culture into economic opportunities. The program was launched in January 2018. There are currently thirteen certified Creative Districts across Washington State. Four districts - Bremerton, Coupeville, Anacortes, and Newport - recently submitted applications for consideration. ArtsWA held two panels to review the applications. The first panel reviewed applications from Bremerton and Coupeville, and reviewed Anacortes and Newport during the second.

Certification Review Criteria

- **Creative District Information (30% of score):** Applicant demonstrates: strength of organizational structure, feasible budget, well-defined Creative District boundaries, comprehensive goals, strong mission/vision/values.
- **Creative District Characteristics (40% of score):** Applicant demonstrates: strength of competitive advantage, understanding of community history, broad appeal to visitors, sense of place, walkability, ancillary activities.
- **Community Buy-In (30% of score):** Applicant demonstrates: support from local government, participation from community members and partners, outreach to community, advancement of overall community goals, economic data, cohesiveness with existing economic development goals.

Panel 1: Bremerton and Coupeville

Panelists

- Miguel Guillen, Grants to Organizations Manager, ArtsWA (Thurston)
- Tamar Krames, Arts in Education Manager, ArtsWA (Thurston)
- Jasmine Mahmoud, ArtsWA Commissioner (King)
- Aslan Meade, Thurston Economic Development Council (Thurston)
- Catherine Nueva-España, ArtsWA Commissioner (King)
- Charlie Robin, ArtsWA Commissioner (Yakima)

Process

ArtsWA received Bremerton's application on June 24 and Coupeville's on July 20. The panel convened on October 10, 2023. The panels followed all applicable rules for Conflict of Interest. There were no conflicts of interest.

The panel recommended that Bremerton adjust their workplan to address minor gaps in their application and voted to certify them. The panel recommended that Coupeville not be certified at this time.

Recommendation

That the Board ratify the application panel's approval for Bremerton Creative District certification.

Panel 2: Anacortes and Newport

Panelists

- Miguel Guillen, Grants to Organizations Manager, ArtsWA (Thurston)
- Monica Miller, Gallery One (Kittitas)
- Catherine Nueva-España, ArtsWA Commissioner (King)
- Justin Raffa, ArtsWA Commissioner (Benton)
- Charlie Robin, ArtsWA Commissioner (Yakima)
- Leslie Wolfe, Department of Commerce (Thurston)

Process

ArtsWA received Anacortes' application on July 21 and Newport's on September 20. The panel convened on October 19, 2023. The panels followed all applicable rules for Conflict of Interest. There were no conflicts of interest.

The panel recommended that Anacortes adjust their workplan to address minor gaps in their application and voted to certify them. The panel recommended that Newport adjust their workplan to address minor gaps in their application and voted to certify them.

Recommendation

That the Board ratify the application panel's approval for Anacortes Creative District and Newport Creative District certification.

Submitted by:

Annette Roth, Community Development Manager
October 30, 2023

Public Records

Public Records Requests – a brief introduction

“Citizens can control their government only if they remain informed about the decisions their government officials are making.” – Washington State Office of the Attorney General

What records are public?

A public record is any state or local record relating to:

- The conduct of government; or
- The performance of a governmental function

And which is:

- Prepared;
- Used; or
- Retained by any state or local agency.

The record may be in a variety of forms such as:

- Writing;
- A recording;
- A picture;
- An electronic disk;
- A magnetic tape; or
- Email.

What records are public?

All records maintained by state and local agencies are available for public inspection unless law specifically exempts them. Constituents are entitled to access to public records under reasonable conditions, and to copies of those records upon paying the costs of making the copy. In most cases, constituents do not have to explain why they want the records. However, specific information may be necessary to process your request. An agency may require information necessary to establish if disclosure would violate certain provisions of law.

Exempt Records

While the state strongly encourages disclosure of public records, state law does allow for some information to be withheld. These “exemptions” are listed in the Public Records Act (RCW 42.56). Other exemptions are found elsewhere in Washington law, and in federal law.

Many of the exemptions are designed to protect the privacy rights of other individuals. Other exemptions are designed to protect the investigative functions of law enforcement and other agencies with investigative responsibilities, as well as the legitimate business interests of other citizens.

Public Records Requests at ArtsWA

ArtsWA receives 5-10 public records requests each year. The scope and content of the requests varies widely and touch many different programs at the agency.

The life of a public records request at ArtsWA

1. Request received (usually email, sometimes mailed)
2. First response (within 5 business days)
 - a. Copy of the requested records
 - b. Request for clarification
 - c. Timeline for compliance
3. Obtain materials
4. Transmit to requestor
5. Confirm and close request

Takeaways for Staff and Board

1. ArtsWA regularly receives records requests.
2. Requests can fall under any topic.
3. Compose communications with thought to public scrutiny.
4. Build processes with thought to public scrutiny.
5. The rate of record requests is increasing.

Submitted by:

Michael Wallenfels, Community Relations, Communications Manager

10/16/2023

Grants to Organizations: Grant programs – Program Update

Overview

Today's presentation is a follow up to GTO's August 1, 2023 board presentation to ratify and approve FY24 grants. At that time not all data was aggregated. Today we will share corresponding data to that presentation. Additionally, we will share pertinent data gleaned from our FY23 grantee final reports. No action will be requested from the board. This an informational presentation.

- FY23 grantee final report cycle data for the following grant programs
 - Grant programs:
 - ReStart,
 - ReVive,
 - ReNew, and
 - Art Service Organization Support
 -
- FY24 application cycle
 - Applications received by grant program
 - Regional data
 - Funding data

Submitted by:

Ashley Marshall, Administrative Assistant
Grants to Organizations
October 11, 2023