



Maryland State Arts Council Executive Committee

Meeting Minutes
January 3, 2023
Google Meet

The Executive Committee shall have general supervision of the affairs of the Council, make recommendations to the Council, and shall perform other duties as specified...

In attendance: John Schratwieser, Steven Skerritt-Davis, Emily Sollenberger, Tom Riford, Cathy Texiera, Julie Madden, Carole Alexander, Shelley Mohaim, Laura Weiss, Chad Buterbaugh, Keyonna Penick

Vice-Chair John Schratwieser stepped in for Jackie Copeland. John read the guiding documents and called the meeting to order at approximately 1:00 p.m.

Approval of October 25, 2022 Executive Committee Meeting minutes to be completed via email.

Executive Director's Report Staffing Updates

- Arts Capital Program Manager closes 1/13 (position will manage \$3M Grant program starting in FY24)
- Deputy Director conducting interviews

Arts Relief Update

- Awarded to dates: approx. \$23.3M
- Arts relief tracker spreadsheet shared with councilors

Strategic Planning Update

- Finalizing RFP
- Timeline: Jan 2023 - RFP Solicitation; Feb 2023 - Proposal Review and Selection; Mar-Oct 2023 - Plan Development

External Grantee Audits

- Two audits complete; no findings for one and recommendations for additional reporting requirement were made for the other

Grantee Updates

- Evolving pandemic - return of audiences/income is slow/lagging; Many



- organizations saw an influx of relief funding in 20-21
- Great resignation and after effects?; Expenses increasing
- Reduction of programming or programming returning slowly; Some organizations' financial picture is tight, some closing
- Many leadership transitions

MSAC Response

- In dialogue with grantees
- Making determinations about grant payments, etc. based on circumstances
- Putting organizations into on-year review, requiring additional reporting
- MSAC has been transparent about what can be done with organizations facing issues
- Baltimore Office of Promotion and Arts - MSAC provides funding for BOPA which serves as the arts council, events producer and film office for the City of Baltimore
- Email sent to board chair notifying them of staff's direction to withhold payments for outstanding grants; received prompt response from the chair
- MSAC has a duty to be good stewards of state funds and want to make sure the agency is able to fulfill obligations under state arts council contractual agreements.

Grants Volume and Payment status.

- Total amount budgeted for grants: ~\$65M; total grant payments by FY end: ~2,500; Total amount awarded to-date: ~47M; grants awarded to-date: 1,209 total; Total amount paid to-date: ~17.5M

Grants awarded vs. grants paid

- Payments take 6-8 weeks to process after the Grant Agreement has been fully executed
- In December alone, \$21.3M total awarded (\$20M of that was for ARGOS)
- All notifications are out, but it will take 6-8 weeks more to reach PAID status
- Delays caused by unsigned grant agreements, volume and prioritization of regular programming put first

Panelist Payment Update

- Current Rates: \$50 panelist training; \$200 flat fee per review cycle
- New Compensation Model:
 - Tiered, dependent on the # of apps to review
 - Better aligns with actual time commitment



- Increase accessibility for potential panelists
- Would remain within 200K budget for FY23
- some state agencies are unable to pay panelists so we are in a unique position to think critically about how we want to appropriately compensate for the time commitment we seek

Mid-Year budgeting review

- FY23 Revenue budget presented as follow up to the budget sent to councilors before the meeting. Total state general funds: \$26.7M; total special funds: \$41.3M (including arts relief funds); total federal funds: \$879k; a total of all funds: 68.9M
- FY23 Budget Surplus Spending Plan (As of 10/31/22) approved by the Finance Committee presented.
- World Trade Center rent higher than anticipated
- Over estimating for creativity, general operating support, arts in education entire allocation spent
- Public art expecting quite a few high quality requests

Council meeting frequency

- Steven shared intention to return to four council meetings a year.
- Currently five are held, and according to the by-laws the council is only required to meet four times annually.
- Essentially the council will combine the November and January meeting. This will ensure staff have adequate time to prepare for more meaningful, productive meetings.
- Ad hoc meetings are always an option when there's a need

January 12 Council Meeting Agenda Review

- Executive Director's Report
- Executive Committee Report
- Governance Committee Report
- Finance Committee & Fiscal Report
- Staff Reports
- Adding administrative transition to agenda

New Business

- Tom thanked everyone for a job well done.
- Transition- consistent communication with the incoming Deputy Chief of staff for legislative affairs, working through vendor and contractor extensions
- meetings will be setup soon with all various parts of Commerce including MSAC as well as with the new Secretary to discuss issues and pass the baton



- Tom currently remains in his position

Meeting adjourned at approximately 1:52 p.m.