

## MEETING MINUTES

Coralville Arts Commission  
Tuesday, May 5, 2020  
12:00 p.m.  
ZOOM

In attendance: Evan Hilsabeck, Nancy Mayfield, Sherri Proud, Susan Sondrol Jones, John Weber, Nicky Beurivage, Laurie Goodrich, Wes Habley, Bob Goodfellow, Carrie Houchins-Witt

### Approval and Comments

1. Call to Order: 12:04 PM
2. Citizen Comments: None
3. Approval of Agenda: (John/Wes)
4. Approval of March Minutes: (Wes/Bob)

### Reports

5. City Council — Laurie Goodrich
  - a. Congrats to Sherri and her team for doing a great job with providing childcare and taking care of staff, etc. The parks are looking great, and the coordination that Cvl is doing with JoCo and other towns is wonderful.
  - b. A year ago at this time everyone was worried about the road construction, but now everything seems to be moving forward really well. Watch for some additional lane closures on 1<sup>st</sup> Ave near the i-80 interchange.
  - c. Scanlon Farms area north of Cvl is being considered for new affordable housing developments.
6. Parks and Recreation — Sherri Proud
  - a. After so much time focusing on shutting down, we are now looking at how to re-open. We have been full steam ahead with summer programs, and currently distributing activity bags, free lunches, etc.
7. Managing Director — Evan Hilsabeck
  - a. COVID-19 hadn't directly affected us yet at our last meeting, but it quickly snowballed. YF's *Treasure Island* opened, but we ended up cancelling the 3<sup>rd</sup> and final performance. We are planning for some version of re-opening May 15.
  - b. The theater is in total lockdown mode; art/furniture is removed from the lobby, all Box Office materials have been removed and locked up, and only staff have been in the theater/offices.
  - c. Financially, all the refunds and cancellations are making a negative impact, especially since this is usually such a busy rental time. We are taking things one day at a time, rescheduling and refunding as needed, taking care of our partners and renters.

- d. Despite being closed, our full-time staff remain busy, as do a few of our PT workers who have been helping with a lot of cleaning and maintenance projects, including painting the backstage black (instead of white), cleaning all lighting instruments, etc. We are also working on the leveling of the stage floor, which has been a problem for a while, especially for dancers. We are working with Rick Loula to oversee the process. The build barn space has also gone through a LOT of organizing – overhauling, throwing things out, setting up the industrial shelving units, etc. We are also working on rental manuals and other admin projects that we haven't had time to focus on previously.
  - e. Wes: Have staff been affected? Evan: The City has been actively keeping full-time staff busy, and we have been strategic in involving PT staff who are relying on this income for their livelihood.
    - i. Sherri: The City has kept all benefits-receiving staff employed, and only the seasonal/non-benefits PT staff are not working. Some of them qualified for unemployment or for relief under the Covid Relief Act.
8. City Circle Theatre Company — Wes Habley
- a. The directors for the next season have been announced.
  - b. We still have not canceled the July 12 Change of Seasons, but it seems likely once there is a joint discussion with YF. There is a Zoom meeting tomorrow with Evan and Liz to see how we can get everything up and running once restrictions are revised/lifted. For example, what can we do if public gatherings are restricted to 50?
9. Young Footlites Youth Theatre
- a. Beth Reimer and Rebecca Fields-Moffitt have been in touch and have been looking at making Change of Seasons a stripped-down or video-only event, and then focus on a party in the early fall.
  - b. YF had a good strategic planning meeting, and the next Zoom meeting is next week. The next step is to build out the board committees.

### **Old Business**

- a. Fundraising Study – Sherri and Evan agreed to postpone this process a few months, when we have a better idea of what the “new normal” will be.
- b. Follow up from Thomas’ presentation at the last meeting: Evan will send out some materials this afternoon. It was a great conversation about the mural projects, and how they came about.
- c. Laurie to Nicky: Are there plans for murals at the Arena? – Yes, especially on the concourse level. There will be a variety of historical displays, as well.

Thomas has been in conversation with them about that. Construction is on schedule.

## **New Business**

- a. Evan: COVID-19 impact: We continue to work on the budget and planning for the future. Discussions continue about what types of programming can we offer to match with different social distancing mandates. The non-Camp Creamery camps usually have less than 20 people anyway, so it should be doable without a lot of changes.
- b. Sherri gave an overview of the child-care camp for the children of City employees. It only averages about 11 a day, and they are prepared to handle up to 27. There are social distancing reminders, everyone washes hands at the top of the hour, no one shares devices, etc. This will continue until May 29, and then will take a week to transition. There is still a lot that will have to be done with the schools to prepare for summer programs. Ages are 4-11.
- c. Evan: Virtual Cabarets: We have partnered with 4 other local theaters to put together a virtual cabaret that raised 17k last month. The next one will be May 23, and we will have all the details on our website in the next day or two. We are also working with local restaurants for carry-out specials.

## **Conclusion**

1. Comments from the Commission
  - a. Wes: How far out has this affected booked presenters? Evan: July is the furthest out for a canceled event; most of those kinds of rentals happen in Spring or Fall. Everything has re-scheduled except the Air Force Band.
  - b. Evan: In anticipating of facilities being open in June, we will plan to book the library for our next meeting, although anyone who wants to Zoom in is welcome to.
2. Adjourn at 12:49 (John/Carrie)

## **Upcoming Meetings: June 2, July 7**