

Durham Cultural Advisory Board

SUMMARY MINUTES

Wednesday, February 15, 2023 at

3:00 p.m. to 4:30 p.m.

Zoom Meeting

To learn more about how to join the meeting,

visit: <https://durhamnc.gov/452/Durham-Cultural-Advisory-Board>

Durham Cultural Advisory Board Members Present

E'Vonne Coleman	Angela Lee, Chair	Elias Torre
Eldrin Deas	Mayor Pro Tempore Mark-Anthony Middleton	<i>Student Member:</i>
Tom Jaynes	Andrew Nurkin	Erin Lee
Joseph Jordan	Laura Ritchie	

Durham Cultural Advisory Board Members Absent

Michael A Betts, II (excused)	<i>Student Member:</i>
Raafe Purnsley	Katherine Lopez
Aya Shabu (excused)	

City of Durham Staff and Representatives Present

Summer Alston, City of Durham	Annette Smith, City of Durham
Rebecca Brown, City of Durham	Brenda Hayes-Bright, Durham County
Stephanie Minor, City of Durham	

Guests Present

Luis F. Olivieri-Robert, member of Mayors Hispanic/Latino Committee	Emily Ensminger
Margaret DeMott, Durham Arts Council	

- I. **Call to Order & Guest Introductions**
 - a. The meeting was called to order at 3:03 p.m. by Angela Lee, Chair.
- II. **Adjustments to the Agenda**
 - a. One adjustment noted by staff, with the addition of festival funding update.
- III. **Approval of Minutes**
 - a. **MOTION:** The Durham Cultural Advisory Board (DCAB) approves the January 2023 summary meeting minutes (Jordan, Nurkin 2nd).
 - b. **ACTION:** Approved (9-0).
- IV. **Announcements**
 - a. Caroline Dwyer has formally resigned from the Durham Cultural Advisory Board (DCAB) and the Public Art Committee (PAC), leaving two open vacancies. Additionally, the Public Art Committee has one student vacancy.
- V. **Old Business**
 - a. Governance Updates

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- i. DCAB Student Member Application will be open via Submittable to fill the single vacancy; the student vacancy will be advertised on the [DCAB website](#) in early March. The Public Art Committee (PAC) has three vacancies for Student Members; the application will be open on the [PAC website](#) in early March.
- b. Cultural Roadmap (CRM) and Cultural Roadmap Planning Group (CRPG) Updates
 - i. Coleman shares information from the second CRPG meeting held via Zoom on February 14, 2023. Triangle Community Foundation & Manbites Dog Theater have each committed \$10,000 to support the Creative Community partnership, citing equitable and accessible community engagement as a focus of their support.
 - ii. City staff member Annette Smith announces that the selection panel of the Cultural Roadmap Planning Group (CRPG) reviewed eight consultant proposals in five days, and is recommending Durham Cultural Advisory Board (DCAB) accept their recommendation. The finalist will extend the original timeline to 15 months, beginning in April 2023, with a target for completion in early June 2024. The finalist will provide the necessary documentation and prepare a mid-planning document for DCAB & CRPG to shape budget requests for FY25 which begins July 1, 2025.
 - iii. Members of the selection panel Jordan and Coleman share their thoughts on the top three finalists. Coleman provided the names of each individual on the Cultural Roadmap Planning Group (CRPG) selection panel: Former Mayor and CRPG Co-Chair Steve Schewel , CRPG Co-Chair Zena Howard, Antonio Alanis, Evonne Coleman, Joseph Jordan, Sherie DeVries, and Brenda Hayes-Bright.
 - iv. Jordan and Coleman share each firm that applied was experienced and qualified. Other notes:
 1. The two finalists had local Durham people on their team.
 2. The Consultant will be responsible for communications including website.
 3. The contract will fall within budget.
 4. Interpreters will be hired by the Consultant.
 5. A North Carolina based firm did apply, but were deemed nonresponsive by the Finance Dept. This issue causing the determination was the omission of required Professional Service forms.
 - a. **MOTION:** To recommend the AMS Planning and Research to be contracted as the Consultant for the Cultural Roadmap (Jaynes, Torre 2nd).
 - b. **ACTION:** Approved (8-0, 1 abstention by Mayor Pro Tempore Mark-Anthony Middleton).

VI. New Business

- a. **Recommendation of Approval for New Membership to City Council**
 - i. Caroline Dwyer has resigned from Durham Cultural Advisory Board.
 - ii. There are two vacancies.
 - iii. City Clerk's office deadline for recommendations is Friday, February 17.
 - iv. Members were polled on their top three choices for applicants, having already reviewed the existing applications. After some discussion, members decided to recommend their top four choices to City Council.

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1. **MOTION:** To recommend top four members, Alicia Crosby Mack, David R. Long, Margaret E. McNab and A. DeMarcus Williams II, for two City Council appointed member vacancies (Ritchie, Medrano 2nd).
2. **ACTION:** Approved (7-0, three abstentions by Jaynes, Jordan, and Mayor Pro Tempore Mark-Anthony Middleton).

VII. Durham Cultural Advisory Board 2023 Priorities

- i. **Advocate for more city and county funding and support for arts and culture in Durham.** This priority has been renewed.
 1. Recommend policies to serve as guiding principles for equitable City and County Funding.
 2. Support the implementation of ARP Funding for arts and cultural proposals.
 3. Encourage greater funding for Events and Festivals.
 4. Continue to support/advocate for Independent Artist Proposal.
 - a. Members: Mitchell Sava, Michael Betts II, Laura Ritchie (staff support: Annette Smith)
 - b. Actionable Next Steps:
 - i. The subcommittee, members listed above, will meet to plan next steps.
 - ii. The Cultural Planning Consultant will *recommend* where funding is coming from, who is awarded funding, and outline current funding structure, and benchmark other communities for comparison.
 - iii. Nurkin's students are conducting research projects on best practices for equitable funding distribution; students will present their findings during the April Cultural Roadmap Planning Group Meeting.
 - iv. City Council will receive the DCAB 2022 Annual Report at their meeting on February 20, 2023 at 7:00 pm. Rather than attend this meeting to speak on festival funding, DCAB has decided to wait for a more opportune time.
- ii. **Support the implementation of a new Cultural Road Map.** This priority has been renewed.
 1. Ensure continuous communication with City/County Management and elected officials
 2. Support the activities of the Cultural Roadmap Planning Group and consultants.
 - a. Members: Elias Torre, E'Vonne Coleman, Laura Ritchie, Erin Lee (staff support: Annette Smith)
 - b. Actionable Next Steps:

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- i. Make recommendations to Cultural Planning Consultant for Creative Partner.
- iii. **Strengthen and improve relationships with artists, arts and cultural organizations, communities, neighborhoods, and people of Durham.** Renew and revise; subcommittee members will rewrite.
 1. Strengthen our connection and communication with artists, arts and cultural organizations.
 2. Inform neighborhoods of DCAB's role.
 3. Consider strategy sessions that bring in members of the specific affinity groups we believe are being overlooked to help with building thoughtful relationships.
 4. Strengthen our connections with historically excluded communities.
 - a. Members: Michael Betts II, Aya Shabu (need to ask/confirm), Mitchell Sava (staff support: Rebecca Brown/Annette Smith/Stephanie Minor)
 - b. Actionable next steps:
 - i. The subcommittee, members listed above, will meet to plan next steps.
 - ii. Review of DCAB members and representation, including Zip Codes.
 - iii. Invite local Arts organizations to make presentations, conduct a listening tour and visit arts organizations, distribute a newsletter, and develop a communication plan.
- iv. **Understand the intersection between Durham's health/wellness organizations, local artists, and our community's art and culture structures.** This priority has been renewed.
 - a. Members: Dr. Eldrin Deas, Tom Jaynes (staff support: Rebecca Brown)
 - b. Actionable next steps:
 - i. The subcommittee, member listed above, will continue to research already available resources and support systems in the community in the below areas:
 1. Artist facing support
 2. Community facing support
 - ii. Wellness months and days take place in June, August, and October; programming can be developed around these dates, or DCAB could participate in City and County events organized by the health department.
- v. **Support and strengthen the work of the Public Art Committee.**

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- a. Members: Laura Ritchie, Elias Torre (staff support: Rebecca Brown/Stephanie Minor).
 - b. This is ongoing; core value.
- vi. **Provide stewardship during the pilot year of the Poet Laureate of Durham.**
- a. Members: Angela Lee, Andrew Nurkin, Aya Shabu* (staff support: Rebecca Brown). *need to confirm.
 - b. This is ongoing; core value.
- iv. **The Durham Cultural Advisory Board defines "historically excluded communities" as any group of people (by gender, ability, race, ethnicity, sexual orientation, or other identity) who have been or are currently underrepresented either numerically, systemically, in ways of power, in positions of authority, or in adequacy of resources in Durham's arts and cultural social structures.**
- a. This is ongoing; core value.

VIII. **Final Thoughts and Discussion**

- a. Festival Funding Updates
 - i. Full Frame Documentary Film Festival has declined festival funding. The Full Frame Documentary Film Festival and The Center for Documentary Studies declined the City allocation of \$46,250 for the FY23 Festival & Special Event funding, after a period of time was given by the City for the organization to adjust their scope of work in light of this year's festival cancellation. A new proposal was not brought forward, and the organization decided to decline the funding altogether. On 1/20, the organization shared that The Center for Documentary Studies at Duke University will be declining the \$46,250 from the City of Durham and withdrew their RFP application.
 - ii. Based on DCAB and the City's agreed path for DCAB to recommend a new plan for declined funding in August of 2022, DCAB evaluated how to best use the now available funds. The review process for the new funding allocations were voted on via email by the DCAB, thirteen members voted, with the approved vote is as follows:
 - 1. 9 in favor.
 - 2. 4 abstentions (Betts, Lee, Ritchie, Mayor Pro Tempore Mark-Anthony Middleton).
 - 3. 2 no vote provided (Purnsley, Shabu).
 - 4. DCAB's by-laws requires a majority vote and with 15 active members, 8 members make a quorum.
 - iii. Review process: Deas commented that during the review process that the subcommittee solution was the most equitable of the four options presented. City staffed hoped this quick turn-around time will allow for organizations to prepare new budgets, with increased amounts, and enter a contract as soon as possible, based on City approval of DCAB's recommendations.

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- iv. Next Steps: DCAB's Recommendations have been presented to City leadership for approval.
- b. Durham Cultural Advisory Board (DCAB) members are interested in developing a formal Mission, Vision, and Values Statement. Public Art Committee Mission, Vision, and Values Statement can be found on their website here: <https://www.durhamnc.gov/453/Public-Art-Committee>

IX. Public Questions

- a. None.

X. Adjournment

- a. The meeting was adjourned by Lee at 4:18 p.m.
- b. Next meeting will be held on March 15, 2023 from 3:00 p.m. - 4:30 p.m. virtually.
- c. Mission, Vision, and Values Statement discussion will take place at the next meeting.
- d. The Public Art Committee meetings have been changed to the 2nd Tuesday of the month from 5:45 p.m. - 7:15 p.m.

Respectfully submitted,
Stephanie Minor, Rebecca Brown, Annette Smith

For updates on City of Durham's Public Art Projects, visit:
<https://durhamnc.gov/3319/Current-Public-Art-Projects>

For updates on Durham County's Public Art Program, visit:
<https://www.dconc.gov/county-departments/departments-a-e/engineering-and-environmental-services/durham-county-public-art-program>

PAC Agenda Center:
<https://www.durhamnc.gov/AgendaCenter/Public-Art-Committee-7>