



Minutes of the Annual Meeting of the Board of Trustees
Wednesday, April 17, 2024

A meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:06 pm at the Cleveland Public Library, Louis Stokes Wing, 325 Superior Avenue, Cleveland, OH.

The roll call showed that Trustees Blakemore, DiCosimo, Isenhart, Mendez, and Scott Taylor were present. It was determined that there was a quorum.

Also in attendance were: Jill Paulsen, Executive Director and CAC staff.

1. SWEARING IN OF TRUSTEES

Trustee Mendez stated that County Executive Ronayne nominated, and County Council approved, the reappointment of Karolyn Isenhart and appointment of Leonard DiCosimo to the CAC Board of Trustees. Trustee Mendez administered the oath of office for Trustees Karolyn Isenhart and Leonard DiCosimo. Each swore to honestly, faithfully, and impartially perform their duties while serving as a trustee of Cuyahoga Arts & Culture. Trustees Isenhart and DiCosimo were appointed to three-year terms ending on March 31, 2027.

2. APPROVAL OF MINUTES

Action: To approve the minutes of the February 15, 2024 Board of Trustees meeting.
Motion by – Trustee Isenhart
Second by – Trustee Blakemore

Vote to approve the minutes of the February 15, 2024 Board of Trustees meeting.

Ayes: Blakemore, DiCosimo, Isenhart, Mendez, Scott Taylor.

The motion carried.

3. ELECTION OF OFFICERS

Trustee Scott Taylor presented the slate of officers with Trustee Karolyn Isenhart as President, Trustee Daniel Blakemore as Vice President, and Trustee Leonard DiCosimo, as Secretary.

Action: To approve the slate of officers: Trustee Isenhart as President, Trustee Blakemore as Vice President, and Trustee DiCosimo as Secretary.

Motion by – Trustee Mendez
Second by – Trustee Blakemore

Vote to approve the approve slate of officers: Trustee Isenhart as President, Trustee Blakemore as Vice President, and Trustee DiCosimo as Secretary.

Ayes: Blakemore, DiCosimo, Isenhart, Mendez, Scott Taylor.

The motion carried.

4. PUBLIC COMMENT ON MEETING AGENDA ITEMS

There was no public comment on today's agenda.

5. EXECUTIVE DIRECTOR'S REPORT

Ms. Paulsen thanked everyone for joining her and the Board. Ms. Paulsen's remarks can be found [here](#).

6. BOARD ACTION – GRANTMAKING

Approval of 2025 Project Support Grant Guidelines

Mr. Jake Sinatra, CAC's director of grantmaking strategy and communications, and Maya Curtis, grants manager, provided the Board with an overview of the 2025 Project Support Guidelines, which were included in the [Board materials](#).

- Process changes are consistent with what was previewed in February 2024.
- There are no policy changes from the PS 2024 guidelines.
- Goals were to clarify and simplify language and processes.
- Maintain option for multi-year funding commitment (bypass) in this program.
- Program will launch in May.

Action: To approve the 2025 Project Support grant program guidelines.

Motion by – Trustee Mendez

Second by – Trustee Blakemore

Discussion:

Who are the panelists? Panelists for CAC grant reviews are artists and working arts/cultural administrators from across the county. Panelists are vetted by CAC staff.

Were there any themes from grantees during comment period? Overall feedback was positive, and organizations like the multi-year funding commitment option.

Vote to approve the 2025 Project Support grant program guidelines.

Ayes: Blakemore, DiCosimo, Isenhart, Mendez, Scott Taylor.

The motion carried.

7. FINANCE REPORT

Ms. Meg Harris, CAC's director of administration, stated that tax revenue through March was \$1,907,440. This is \$374,255 (16.4%) below budget and \$529,249 (23.7%) below the same period in 2023. She stated interest revenue was \$130,013 and that non-grant expenses through March were \$233,279. Ms. Harris also provided an update on the status of the 2023 audit.

8. APPROVAL OF ACTION ITEMS

Appointment of members of the Audit and Finance Advisory Committee

Ms. Harris said the purpose of this committee is to ensure CAC has proper financial controls and policies in place and that its investment of inactive monies complies with its Investment Policy. She requested the Board reappoint the current members of the Audit and Finance Advisory Committee to continued one-year terms: Luis Cartagena, Ann McCarthy-Garland, and Ken Surratt. She added that Dan Blakemore would serve on behalf of the Board.

Action: To appoint members of the audit and finance committee for the period of April 1, 2023 – March 31, 2024: Luis Cartagena, Ann McCarthy-Garland, Ken Surratt, and Daniel Blakemore.

Motion by – Trustee Mendez

Second by – Trustee Scott Taylor

Vote to appoint members of the audit and finance committee for the period of April 1, 2023 – March 31, 2024: Luis Cartagena, Ann McCarthy-Garland, Ken Surratt, and Daniel Blakemore.

Ayes: DiCosimo, Isenhart, Mendez, Scott Taylor

Abstain: Blakemore

The motion carried.

Public Records Manager Designee

Ms. Harris submitted that she has completed annual training to be CAC's Public Records Manager Designee.

Action: to approve Meg Harris as the agency's Public Records Manager Designee.

Motion by – Trustee DiCosimo

Second by – Trustee Scott Taylor

Vote to approve Meg Harris as the agency's Public Records Manager Designee.

Ayes: Blakemore, DiCosimo, Isenhart, Mendez, Scott Taylor

The motion carried.

Approval of Updates to CAC Employee Manual

Ms. Harris stated that the Employee Manual had been updated to remove two policies as detailed in the memo provided to the Board.

Action: To approve the Employee Manual as revised, effective May 1, 2024.

Motion by – Trustee Blakemore

Second by – Trustee DiCosimo

Vote to approve the Employee Manual as revised, effective May 1, 2024.

Ayes: Blakemore, DiCosimo, Isenhart, Mendez, Scott Taylor

The motion carried.

Appointment of Two CAC board members as ex-officio board members of Assembly for the Arts

Action: To designate Trustees Isenhart and DiCosimo to serve on the Assembly for the Arts Board, representing CAC in this service, from now until CAC's next annual meeting, with the instruction that they will represent CAC and CAC's interests as part of their official duties and responsibilities as CAC Trustees, and also with the understanding that this service may end at an earlier time as determined by the designated Trustees of the Board.

Motion by – Trustee Mendez

Second by – Trustee Scott Taylor

Vote to designate Trustees Isenhart and DiCosimo to serve on the Assembly for the Arts Board, representing CAC in this service, from now until CAC's next annual meeting, with the instruction that they will represent CAC and CAC's interests as part of their official duties and responsibilities as CAC Trustees, and also with the understanding that this service may end at an earlier time as determined by the designated Trustees of the Board.

Ayes: Blakemore, DiCosimo, Isenhart, Mendez, Scott Taylor

The motion carried.

9. OTHER BUSINESS

Jeff Rusnak of R Strategy Group and Jeremy Johnson of Assembly for Action provided the Board with an update regarding replacing and expanding the cigarette tax. The first step is for CAC's Board to take action with the passage of a resolution which is then delivered to Cuyahoga County Council who would then go through a three-step reading process to put the issue on the ballot in November.

10. PUBLIC COMMENT ON CAC BUSINESS

Dave Biro, executive director of Midnight Art Club

ADJOURNMENT

Motion by Trustee Scott Taylor, seconded by Trustee Mendez, to adjourn the meeting.

Vote: all Ayes. The motion carried. The meeting was adjourned at 4:56 pm.

Attest:

Leonard DiCosimo
Leonard DiCosimo (Sep 30, 2024 09:55 EDT)
Leonard DiCosimo, Secretary, Board of Trustees






April 17 2024 Meeting Minutes

Final Audit Report

2024-09-30

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