



**Regular Meeting of the
Cuyahoga Arts & Culture Board of Trustees**

Cleveland Public Library - Main Branch, Louis Stokes Wing, 2nd Floor
325 Superior Avenue, Cleveland, OH 44114
Wednesday, December 18, 2024, 3:30 pm

- 1. Opening of the Meeting**
 - a. Call to order
 - b. Call the roll
 - c. **Action:** Motion to approve November 20, 2024 regular meeting minutes

- 2. Executive Session** – Motion to enter into executive session to consider the compensation of public employees (roll call vote)
 - a. **Action:** Approval of personnel report

- 3. Public Comment on Today’s Agenda**

- 4. Executive Director Report**

- 5. Connect with Culture - Creative Ohio**

- 6. Action Items and Reports – Grantmaking**
 - a. **Action:** approval of 2025 resident-led grant to Neighborhood Connections
 - b. **Action:** approval of 2025 support for artists grant to Assembly for the Arts
 - c. **Update:** Grantee Connect Series + 2026 planning

- 7. Action Items and Reports – Finance and General Business**
 - a. Finance Report
 - b. **Action:** Approval of 2025 Budget
 - c. **Action:** Approval of contracts
 - i. FIT Technology Contract

- 8. Public Comment on CAC Business**

- 9. Adjourn**

Next Regular Meeting: Tuesday, February 25, 2025 at 4:00 pm



Minutes of the Regular Meeting of the Board of Trustees
Wednesday, November 20, 2024

A regular meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:03 p.m. at Cleveland Public Library, Main Branch, Louis Stokes Wing, 2nd Floor.

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

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

President Isenhart recognized the positive outcome of Issue 55. She thanked the voters who supported the Issue which passed at 72%, passing in every city and nearly every precinct in Cuyahoga County. She thanked County Executive Chris Ronayne, Council President Pernel Jones, Jr., all County council members and other elected officials, all nonprofits, all community leaders who stepped up to make this possible. Thanks to Assembly for Action and R Strategy Group for directing the campaign. She thanked the grantees who demonstrated how CAC funding benefits the residents of our community.

1. APPROVAL OF MINUTES

Action: To approve the minutes of the September 11, 2024 Regular Meeting of the Board of Trustees.

Motion by – Trustee Vernaci

Seconded by – Trustee Blakemore

Vote to approve the minutes from the September 11, 2024 meeting.

Ayes: all ayes

The motion carried.

2. PUBLIC COMMENT ON MEETING AGENDA ITEMS

There was no public comment on the meeting agenda.

3. EXECUTIVE DIRECTOR'S REPORT

Director Paulsen thanked everyone for joining her and the Board. Ms. Paulsen's remarks can be found in the Board materials.

4. FINANCE AND GENERAL BUSINESS

Finance Report

Ms. Harris stated that tax revenue through October 31 was \$7,387,394. This is \$338,482 (4.4%) below forecast and \$1,076,620 (12.7%) less than the same period in 2023. Interest revenue through October was \$398,144 which is \$3,411 above forecast. She stated that expenditures for non-grant expenses through October were \$815,093 and are tracking \$66,113 below budget, primarily due to timing of payments.

Approval of Grant from The Cleveland Foundation

Action: To accept a grant in the amount of \$26,000, for general operating support, from The Cleveland Foundation on behalf of the Educational Foundation of America (EFA).

Motion by – Trustee DiCosimo

Seconded by – Trustee Blakemore

Vote to accept a grant in the amount of \$26,000, for general operating support, from The Cleveland Foundation on behalf of the Educational Foundation of America (EFA).

Ayes: all ayes

The motion carried.

Approval of 2024 Board Meeting Schedule

Action: To approve the 2025 board meeting schedule.

Motion by – Trustee Vernaci

Seconded by – Trustee Blakemore

Discussion: Trustee Vernaci asked to change the February meeting date as she cannot attend a Feb. 12 meeting.

Vote: to approve the 2025 board meeting schedule with the option to alter the February meeting date.

Vote – all Ayes.

The motion carried.

5. BOARD ACTION

Mr. Sinatra, CAC director of grantmaking strategy and communications, provided an overview of the 2025 grant application and panel review process, including the recommendations for 2025 grantmaking totaling \$10,750,847 for 300 organizations. Mr. Sinatra provided summary comments which were included in the grants memo in the Board materials, provided to the Board in advance of the meeting.

Approval of General Operating Support 2025 Grant Amounts

Mr. Sinatra presented the Board with the slate of 2025 General Operating Support grantees and highlighted 70 organizations recommended for funding.

The following actions were taken:

Motion by Trustee DiCosimo, seconded by Trustee Vernaci, to approve the 2025 General Operating Support grants (below).

Vote – Ayes: DiCosimo, Isenhart, Vernaci
Abstain: Blakemore

The motion carried.

Organization	Grant Amount
Children's Museum of Cleveland	\$ 91,210
Karamu House [†]	\$ 113,918
Roots of American Music	\$ 21,447
Western Reserve Historical Society	\$ 202,424

Motion by Trustee Vernaci, seconded by Trustee Blakemore, to approve the 2025 General Operating Support grants (below).

Vote – Ayes. Blakemore, Isenhart, Vernaci
Abstain: DiCosimo

The motion carried.

Organization	Grant Amount
Cleveland Institute of Music	\$ 472,791
Cleveland Jazz Orchestra	\$ 17,263
Cleveland Play House	\$ 264,669
Great Lakes Theater	\$ 139,572
The Cleveland Orchestra	\$ 863,659

Motion by Trustee Blakemore, seconded by Trustee Isenhart, to approve the 2025 General Operating Support grants (below).

Vote – Ayes. Blakemore, Isenhart
 Abstain: DiCosimo and Vernaci

The motion carried.

Organization	Grant Amount
Cleveland Pops Orchestra	\$ 51,196
Playhouse Square	\$ 872,438

Motion by Trustee DiCosimo, seconded by Trustee Blakemore, to approve the 2025 General Operating Support grants (below).

Vote – Ayes. Blakemore, DiCosimo
 Abstain: Isenhart and Vernaci

The motion carried.

Organization	Grant Amount
Beck Center for the Arts	\$ 115,525

Motion by Trustee DiCosimo, seconded by Trustee Vernaci, to approve the 2025 General Operating Support grants (below).

Vote – Ayes. Blakemore, DiCosimo, Isenhart, Vernaci

The motion carried.

Organization	Grant Amount
Apollo's Fire Baroque Orchestra	\$ 102,914
Art House	\$ 25,225
Art Therapy Studio	\$ 44,753
Artists Archives of the Western Reserve	\$ 23,028
Arts Impact	\$ 42,668
Assembly for the Arts [†]	\$ 42,649
BAYarts	\$ 42,579
Broadway School of Music and the Arts	\$ 24,967
Center for Arts-Inspired Learning	\$ 83,621
Chagrin Documentary Film Festival	\$ 31,383
Chagrin Valley Little Theater	\$ 25,182
Cleveland Botanical Garden	\$ 149,843
Cleveland Classical Guitar Society	\$ 32,816
Cleveland Institute of Art	\$ 486,867
Cleveland International Film Festival	\$ 106,206

Cleveland Museum of Natural History	\$ 437,584
Cleveland Print Room	\$ 36,742
Cleveland Public Theatre†	\$ 86,632
Cleveland Restoration Society	\$ 75,733
Collective Arts Network	\$ 23,551
Contemporary Youth Orchestra	\$ 23,704
DANCECleveland	\$ 38,611
Dancing Wheels	\$ 39,212
Doan Brook Watershed Partnership	\$ 33,053
Dobama Theatre	\$ 39,797
Dunham Tavern Museum & Gardens	\$ 15,670
Ensemble Theatre	\$ 15,226
Great Lakes Science Center	\$ 216,921
Heights Arts	\$ 23,572
ICA - Art Conservation	\$ 63,512
Ideastream Public Media	\$ 537,116
Ingenuity	\$ 34,724
Inlet Dance Theatre	\$ 26,025
Lake Erie Ink	\$ 26,583
Lake Erie Nature & Science Center	\$ 63,683
LAND studio	\$ 152,738
Literary Cleveland	\$ 23,208
Maltz Museum	\$ 109,938
Morgan Conservatory	\$ 30,665
Museum of Contemporary Art Cleveland	\$ 104,387
Musical Theater Project	\$ 34,744
Nature Center at Shaker Lakes	\$ 73,516
Near West Theatre	\$ 47,702
North Coast Men's Chorus	\$ 19,884
Ohio Contemporary Ballet	\$ 35,516
Piano Cleveland	\$ 58,031
Rainey Institute	\$ 70,645
Rock and Roll Hall of Fame and Museum	\$ 670,975
Sculpture Center	\$ 15,384
Shaker Historical Society	\$ 13,381
Singing Angels	\$ 16,505
SPACES	\$ 34,003
The Cleveland Museum of Art	\$ 869,265
The Cleveland Opera	\$ 11,760
The Music Settlement	\$ 177,229
Ukrainian Museum Archives	\$ 16,047
Valley Art Center	\$ 28,499
Zygote Press	\$ 21,239

Approval of Cultural Heritage 2025 Grants

Mr. Sinatra stated that the Board would be asked to approve the grant amounts for the 13 Cultural Heritage organizations recommended for funding.

Motion by Trustee DiCosimo, seconded by Trustee Vernaci, to approve the Cultural Heritage grants (below).

Vote – Ayes: Blakemore, DiCosimo, Isenhardt, Vernaci

The motion carried.

Organization	Grant Amount
AfricaHouse International [†]	\$ 19,780
Buck Out Foundation [†]	\$ 15,075
Cleveland Association of Black Storytellers [†]	\$ 5,000
CollectivExpress [†]	\$ 8,542
Djapo Cultural Arts Institute [†]	\$ 19,389
DuffyLit [†]	\$ 15,711
Foluke Cultural Arts [†]	\$ 30,000
Greater Cleveland Urban Film Festival [†]	\$ 30,000
Julia De Burgos Cultural Arts Center [†]	\$ 30,000
LatinUs Theater Company [†]	\$ 23,828
Mojuba! Dance Collective [†]	\$ 8,820
Sankofa [†]	\$ 7,714
Slovenian Museum and Archives	\$ 6,583

Approval of Project Support 2025 Grants

Mr. Sinatra stated that the Board would be asked to approve the grant amounts and scores for the 217 Project Support grants.

Motion by Trustee DiCosimo, seconded by Trustee Vernaci, to approve the 2025 Project Support grants (below).

Vote – Ayes: DiCosimo, Isenhardt, Vernaci

Abstain: Blakemore

The motion carried.

Organization	Score	Grant Amount
Canalway Partners	Yes	\$ 4,700
Cuyahoga Valley Scenic Railroad	Yes	\$ 3,760
Mandel Jewish Community Center of Cleveland	78.8	\$ 14,805
Museum of Creative Human Art [†]	Yes	\$ 3,760

Motion by Trustee Vernaci, seconded by Trustee Blakemore, to approve the 2025 Project Support grants (below).

Vote – Ayes Blakemore, Isenhardt, Vernaci
 Abstain: DiCosimo

The motion carried.

Organization	Score	Grant Amount
BlueWater Chamber Orchestra	91.25	\$ 17,145
Cleveland Ballet	82.5	\$ 15,500
Cleveland Chamber Symphony		\$ 6,485
Local 4 Music Fund	95.2	\$ 17,885

Motion by Trustee DiCosimo, seconded by Trustee Vernaci, to approve the 2025 Project Support grants (below).

Vote – Ayes: Blakemore, DiCosimo, Isenhardt, Vernaci

The motion carried.

Organization	Score	Grant Amount
Abrepaso Flamenco [†]		\$ 4,700
Achievement Centers for Children		\$ 4,700
America Asian Pacific Islander Organization [†]	Yes	\$ 4,700
America SCORES Cleveland	94	\$ 17,660
American Hungarian Friends of Scouting	80.8	\$ 13,315
American Slovenian Polka Foundation	Yes	\$ 3,760
Aradhana Committee [†]		\$ 17,400
Art of Me Productions [†]		\$ 4,700
Arts in Strongsville		\$ 3,760
Arts Without Borders [†]	Yes	\$ 3,760
Association of African American Cultural Garden [†]	Yes	\$ 3,570
Association of Asian Indian Women In Ohio* [†]	Yes	\$ 1,505
Baldwin Wallace University	85.2	\$ 16,010
Baseball Heritage Museum	Yes	\$ 4,700
Bay Village Community Band		\$ 3,005
Beachwood Arts Council		\$ 4,700
Bedford Historical Society		\$ 2,705
Bellaire Puritas Development Corporation	Yes	\$ 4,700
Benjamin Rose Institute on Aging	Yes	\$ 4,700
Berea Arts Fest	88	\$ 13,710
BigHearted Blooms	Yes	\$ 4,700
Blazing River Arts Group INC	Yes	\$ 4,700

Bodwin Theatre Company	Yes	\$ 3,760
BorderLight	85.4	\$ 16,045
Brecksville Theatre	89.5	\$ 16,815
Brite Cleveland	86.2	\$ 16,195
Brooklyn Heights Service Clubs	Yes	\$ 3,760
Carolyn L. Farrell Foundation	85.2	\$ 16,010
Case Western Reserve University	Yes	\$ 4,700
Cassidy Theatre		\$ 15,860
Catholic Charities Diocese of Cleveland	Yes	\$ 3,760
Cedar Fairmount Special Improvement District	Yes	\$ 3,760
Center for Employment Opportunities [†]		\$ 4,700
Cesear's Forum	Yes	\$ 3,760
Chagrin Arts		\$ 16,910
ChamberFest Cleveland		\$ 15,895
Choral Arts Cleveland		\$ 3,760
City Ballet of Cleveland		\$ 10,990
City Club of Cleveland	95.75	\$ 17,990
CityMusic Cleveland	84.8	\$ 15,935
Cleveland Arts Education Consortium*	Yes	\$ 4,700
Cleveland Arts Prize	89.5	\$ 9,670
Cleveland Chamber Choir	93.25	\$ 10,600
Cleveland Chamber Collective	Yes	\$ 3,760
Cleveland Chamber Music Society	91.25	\$ 17,145
Cleveland Composers Guild	Yes	\$ 4,700
Cleveland Contemporary Chinese Culture Association [†]		\$ 10,340
Cleveland Cultural Gardens	96	\$ 18,040
Cleveland Dance Project Company	Yes	\$ 4,700
Cleveland Inner City Ballet [†]	Yes	\$ 3,760
Cleveland Leadership Center	Yes	\$ 4,700
Cleveland Philharmonic Orchestra	Yes	\$ 3,760
Cleveland Photographic Workshop		\$ 4,700
Cleveland Rape Crisis Center	Yes	\$ 4,700
Cleveland Repertory Orchestra	Yes	\$ 4,700
Cleveland Rocks: Past Present and Future	93.75	\$ 17,615
Cleveland School of the Arts Board of Trustees	84	\$ 15,785
Cleveland Seed Bank	Yes	\$ 4,700
Cleveland Shakespeare Festival	Yes	\$ 3,760
Cleveland Silent Film Festival and Colloquium	Yes	\$ 4,230
Cleveland TOPS Swingband	Yes	\$ 3,760
Cleveland Treatment Center [†]	Yes	\$ 4,700
Cleveland Uncommon Sound Project	Yes	\$ 4,700
Cleveland Winds	Yes	\$ 3,760
Cleveland Women's Orchestra	Yes	\$ 3,760

Colors+ Youth Center	Yes	\$ 3,760
Comité Mexicano†	Yes	\$ 3,760
Community Cup Classic Foundation	Yes	\$ 3,760
Community Life Collaborative*	Yes	\$ 4,700
Connecting for Kids	Yes	\$ 4,700
convergence-continuum	86.4	\$ 16,235
Coventry PEACE Campus	Yes	\$ 3,760
Coventry Village Special Improvement District	Yes	\$ 4,700
Dance Evert	Yes	\$ 3,760
Dancing Classrooms Northeast Ohio		\$ 3,235
Darl Center for the Arts*	Yes	\$ 3,760
Deutscher Musik Verein	Yes	\$ 2,255
Diversity Center of Northeast Ohio	Yes	\$ 3,760
East Cleveland Farmers' Market Preservation Society	Yes	\$ 1,880
Edward E. Parker Museum of Art†	Yes	\$ 3,005
Empowering Epilepsy	Yes	\$ 4,700
Euclid Symphony Orchestra*	Yes	\$ 4,700
Far West Center	Yes	\$ 4,700
Fashion Talks Foundation*†	Yes	\$ 3,760
Folknet		\$ 3,760
Food Strong	Yes	\$ 4,700
Fostering Hope	Yes	\$ 4,700
Friends of the East Cleveland Public Library†	Yes	\$ 3,005
Friends of the McGaffin Carillon	85.75	\$ 8,760
From Me 2 U, Inc†	Yes	\$ 4,700
Front Steps Housing and Services	Yes	\$ 4,700
FrontLine Service	Yes	\$ 4,700
FutureHeights	Yes	\$ 4,700
Gardening in the District†	Yes	\$ 3,760
German Central	Yes	\$ 3,760
Golden Ciphers Youth Development & Cultural Arts Center†	Yes	\$ 3,760
Good Company A Vocal Ensemble		\$ 4,700
Graffiti HeArt Corporation		\$ 3,760
Greater Cleveland Film Commission		\$ 4,700
Greater Cleveland Neighborhood Centers Association	82.2	\$ 15,445
Harvard Community Services Center†	Yes	\$ 4,700
Haus of Transcendent*†	Yes	\$ 4,700
Heights Youth Theatre	81.6	\$ 15,330
Henry Johnson Center†	Yes	\$ 3,760
Hispanic Police Officers Association†	Yes	\$ 4,700
Historic Gateway Neighborhood Corporation	75.2	\$ 10,455
Hospice of the Western Reserve	92.4	\$ 15,915
In Harmony Therapeutic Services	84	\$ 15,785

India Fest USA [†]	Yes	\$ 3,760
InMotion	Yes	\$ 3,935
International Community Council-Worldwide Intercultural Network (ICC-WIN)	Yes	\$ 3,760
International Women's Air & Space Museum	Yes	\$ 3,005
Italian Cultural Garden	Yes	\$ 3,760
Jennings Center for Older Adults	82	\$ 15,405
Jewish Family Service Association of Cleveland Ohio	Yes	\$ 4,700
Jewish Federation of Cleveland	90.2	\$ 16,950
Jones Road Family Development Corporation [†]	88.5	\$ 16,630
Kings & Queens of Art [†]		\$ 3,760
Lakewood Young Filmmakers Academy	93.5	\$ 17,570
LakewoodAlive	Yes	\$ 4,700
Larchmere PorchFest	Yes	\$ 3,760
Les Délices	85.4	\$ 16,045
LGBT Community Center Greater Cleveland [†]	Yes	\$ 4,700
Little Italy Redevelopment Corporation	Yes	\$ 3,760
Little Lumpy's Center for Educational Initiatives [†]	85.8	\$ 16,120
M.U.S.i.C.		\$ 11,760
Maelstrom Collaborative Arts	88.75	\$ 15,010
Malachi Center	Yes	\$ 4,700
May Dugan Center	Yes	\$ 3,760
Midnight Art Club*	Yes	\$ 3,760
MidTown Cleveland		\$ 4,700
Music and Art at Trinity Cathedral	75.6	\$ 9,290
Naach Di Cleveland [†]		\$ 3,760
NAMI Greater Cleveland		\$ 4,700
Negative Space Gallery	Yes	\$ 4,700
New Avenues to Independence	Yes	\$ 3,190
No Exit	Yes	\$ 3,760
North Pointe Ballet		\$ 4,700
North Union Farmers Market	Yes	\$ 3,760
Northeast Ohio Hispanic Center for Economic Development [†]	80.8	\$ 6,790
Northeast Ohio Marathi Mandal* [†]	Yes	\$ 3,760
Northeast Ohio Musical Heritage Association	Yes	\$ 4,700
OCA Cleveland [†]	Yes	\$ 4,700
Oh Sew Powerful [†]	83.8	\$ 10,395
Ohio City Inc		\$ 4,700
Ohio Selfie World Foundation* [†]	Yes	\$ 3,760
Old Brooklyn Community Development Corporation		\$ 4,700
One South Euclid		\$ 4,700
Open Doors Academy	93.4	\$ 17,550
Open Tone Music [†]	88.6	\$ 16,645

Pakistani Cultural Garden [†]	Yes	\$ 3,760
PALS for Healing	85.75	\$ 16,110
Parma Area Fine Arts Council		\$ 3,760
Parma Symphony Orchestra*	Yes	\$ 3,760
Polish Village Parma		\$ 3,760
Praxis Fiber Workshop		\$ 16,835
Radio on the Lake Theatre		\$ 3,760
Re: Source Cleveland		\$ 15,555
Reaching Heights	Yes	\$ 3,760
Refresh Collective	88.6	\$ 16,645
Renovare Music	97.75	\$ 13,800
Restore Cleveland Hope Inc.	Yes	\$ 3,760
RhythmiCLE Sound Tap Company*	Yes	\$ 3,760
Ridna Shkola Cleveland		\$ 4,700
Roberto Ocasio Foundation	Yes	\$ 4,700
Rollin' Buckeye ^z [†]	Yes	\$ 4,700
Seat of the Pants*	Yes	\$ 4,700
Shaker Arts Council		\$ 3,760
Shore Cultural Centre		\$ 3,760
Slavic Village Development	Yes	\$ 4,700
SOS: Strengthening Our Students [†]	Yes	\$ 3,760
Spread the Love Foundation* [†]	Yes	\$ 4,700
Stellar Acrobatic Dance Academy [†]	Yes	\$ 4,700
Studio Institute	Yes	\$ 4,700
STV Bavaria		\$ 4,700
Suburban Symphony Orchestra	Yes	\$ 4,700
Talespinner Children's Theatre	93.2	\$ 17,510
Tender Hearts Crusades [†]	Yes	\$ 4,700
The Foundry		\$ 4,700
The Gathering Place	Yes	\$ 3,760
The Harvard Square Center [†]	Yes	\$ 3,760
The Land [†]	83.8	\$ 15,745
The Meeting Place Learning Center*	Yes	\$ 3,760
The Movement Project	86	\$ 16,160
Thea Bowman Center [†]	Yes	\$ 4,700
Tremont West Development Corporation	86.4	\$ 8,525
Trobár Medieval	Yes	\$ 4,700
Ukrainian Cultural Arts Association of Greater Cleveland	Yes	\$ 4,700
Union Miles Development Corporation [†]	Yes	\$ 3,005
University Circle Inc.	91.2	\$ 17,135
Upcycle Parts Shop		\$ 4,700
UpStage Players	Yes	\$ 4,700
Ursuline College		\$ 4,700

VIVA Bavaria	Yes	\$ 4,700
Waterloo Arts		\$ 17,210
West Park Kamm's Neighborhood Development	Yes	\$ 4,230
West Shore Chorale	81.4	\$ 8,655
West Side Catholic Center	Yes	\$ 4,700
West Side Community House [†]		\$ 16,960
Western Reserve Chorale	Yes	\$ 4,700
Western Reserve Fire Museum & Education Center	Yes	\$ 4,700
Western Reserve Land Conservancy	Yes	\$ 3,760
Westlake Chinese School [†]		\$ 3,760
Westown Community Development Corporation	Yes	\$ 3,760
Windsong, Cleveland's Feminist Chorus	Yes	\$ 4,700
Woodland Cemetery Foundation of Cleveland	Yes	\$ 3,760
Writers in Residence	93.2	\$ 8,755
YMCA of Greater Cleveland	Yes	\$ 4,700
Youth Challenge	Yes	\$ 4,700

[†] Indicates that the nonprofit self-identifies as a BIPOC (Black, Indigenous, People of Color)-led and serving organization

* Indicates a first-time Project Support grant recipient

6. GRANTEE CONNECT UPDATE

Director Paulsen and Mr. Sinatra provided updates on the continued progress to plan for CAC's future grantmaking, building off the summer Grantee Connect Series results (survey and grantee roundtables) which were presented at the September meeting. Progress over the last two months includes:

- **Issue 55 Passed:** Preliminary planning is bolstered by win, future of CAC funding secured through 2035.
- **Team Retreat:** Staff-led day of planning, team building, mapping out CAC's 2026 grant cycle.
- **Continued Listening:** Planning for continued grantee meetups, expanded site visits in 2025; 100+ site visits year-to-day conducted by team.
- **National Funder Scan Near Completion:** Conversations/data gathering with 10+ peer organizations nationwide, helping CAC learn and inform future planning.
- **Sharing Ideas for Discussion:** Building process summaries and discussion guides for Board and public, sharing what we learned and providing ideas for the new levy cycle.

Director Paulsen was asked what two key takeaways from this work are from the listening work, to date:

- There is confusion about CAC's role, which is to steward secured funds vs. securing additional funding.
- Nonprofits value and made clear the importance of ongoing and consistent operating support funding.

Board members also asked to spend time over the next year continuing to review key findings from the grantee survey and funder scan so that CAC can better understand national trends in community

engagement, innovative ideas, and determine ways CAC can engage nonprofits in planning for future grantmaking.

7. CONNECT WITH CULTURE

Project Support grant recipient Refresh Collective presented their work to the Board.

8. PUBLIC COMMENT

No public comment.

The next meeting will be held at 3:30 pm on Wednesday, December 18, 2024.

9. ADJOURNMENT

Action: To adjourn the meeting:

Motion by – Trustee Vernaci

Seconded by – Trustee Blakemore

Vote to adjourn the meeting.

Ayes: all ayes

The meeting was adjourned at 5:05 pm.

Attest:

Leonard DiCosimo, Secretary, Board of Trustees

Executive Director's Report

Regular Meeting of the Board of Trustees: December 18, 2024

Welcome to our December meeting.

Today CAC's Board will have the opportunity to approve two grants.

- One Resident-Led community art grant: Neighborhood Connections.
- One Support for Artists grant: Assembly for the Arts

These actions round out CAC's 2025 grant commitments. See respective memos in your materials for details.

Also at this meeting, the Board will conduct regular administrative matters, including the approval of minutes, contracts, and the 2025 organizational budget.

Additional items of note:

- I call your attention to the Staff Report in this packet, which **highlights the team's 2024 work**. I remain grateful for my teammates' willingness to go above and beyond to serve our nonprofit grant applicants and recipients. Thank you.
- We're pleased to welcome **Creative Ohio** (formerly Ohio Citizens for the Arts), our statewide arts and culture advocacy organization, to today's meeting. As a member, we tap into Creative Ohio's expertise at the state level, connecting our local work to their statewide efforts.
- See our website for the latest updates on CAC's planning work now that Issue 55 levy was successful and our agency has the ability to make grants to nonprofits through 2035. Look for updates in the new year for how organizations can continue to participate in our **planning for this new levy cycle**. Please keep pointing people our way so we keep hearing directly from residents and nonprofits. [Issue 55: What' Next? | Cuyahoga Arts & Culture](#).

Respectfully,

Jill Paulsen
Executive Director

2024 in Review: Updates from CAC Staff

December 18, 2024

CAC's work is rooted in our [10-year community planning process](#) that identifies the two constituents that we must serve as: 1) nonprofit arts organizations; and 2) the residents of Cuyahoga County. Every year, staff creates a [work plan](#) that is grounded in this framework and CAC's [Mission, Vision & Values](#). What follows is a summary of key staff work in 2024.

1. GRANTMAKING

CAC supported the work of hundreds of arts and culture nonprofits in 2024. CAC staff managed processes and supported grantees as they closed out 2023 grants, carried out 2024 grants, and applied for 2025 grants. To successfully administer these grant cycles, CAC managed a portfolio of 295 current grant recipients in our core grantmaking, offering personalized customer service.

2024 Core Grantmaking Summary

As outlined in the Board-approved guidelines, CAC launched and administered the application process for 2025 Project Support. General Operating Support and Cultural Heritage grantees are in year one of a two-year grant cycle. CAC's grantmaking team designed, built, and managed the Project Support grant application process, including eligibility checks, full applications, panels, reporting, and grant contracts. A snapshot of key activities throughout the process is as follows:

Grant Guidelines

Following a public feedback period and CAC Board of Trustees approval in April 2024, CAC finalized, designed, and published the 2025 Project Support guidelines, sharing widely. Staff also implemented changes to streamline and simplify the application and panel process, and to provide stability and implement multi-year funding commitments.

Workshops & Technical Assistance

CAC provides a variety of technical assistance opportunities to ensure applicants have the tools and information to be successful in the process CAC staff provided a significant amount of technical assistance one-on-one via phone and email. This year, those offerings included grant recipient workshops, informational application workshops and virtual office hours, and technical assistance offerings with SMU | DataArts and Plante Moran.

Site Visits & Grantee Relationship-Building

Throughout 2024, CAC regularly connected with all grant recipients through technical assistance calls, report feedback meetings, and site visits, to help them maximize their grant and build trust. CAC staff held more than 100 site visits in 2024, including 11 visits with the entire CAC grantmaking team in attendance. This reflects a concerted effort to expand connection with our grantees this year.

Application & Panel Review

To facilitate a successful application process, staff reviewed and built eligibility check and application forms for 2025 Project Support. To review and recommend grants in a transparent and impartial manner, CAC staff recruited a diverse roster of 39 panelists from around the country. Staff trained panelists in the review process and funding criteria and hosted live panel meetings in September, attended by dozens of grantees and the public.

Contracts, Reporting, and Payments

To help ensure grantee success and foster trust-based philanthropy, staff ensured grant compliance through our contracts, reporting and payment processes. In 2024, CAC managed nearly 300 contracts, approved more than 450 reports, and issued 491 separate payments to grantees. CAC also reviewed all reporting requirements in General Operating Support, Project Support, and Cultural Heritage, streamlining or eliminating requirements where possible.

Grantee Update

As of December 2, 2024, a 2024 General Operating Support (GOS) grant to SPACES was revoked due to incomplete financial reporting to CAC. Staff is in communication with SPACES as it works to complete their 2023 financial audit, a requirement of CAC's 2024 mid-year reporting, which was due July 31, 2024. Pending completion of the required materials, SPACES may be eligible to receive future GOS funding.

Resident-Led Grants & Support for Artists

In 2024, CAC supported resident-led projects through grants to Neighborhood Connections and ioby. CAC also made a grant to Assembly for the Arts to support artists.

- Since 2013, CAC has co-funded over 500 resident-led arts and culture projects with Neighborhood Connections. In 2024, our \$60,500 investment helped co-fund 46 neighborhood arts and culture-based projects responding to groups of residents that offer creative solutions to challenges in their neighborhoods. Successful applicants received grants of up to \$5,000. This grant also funded quarterly Arts & Culture Network Nights in various locations.
- The ioby-Cuyahoga Arts & Culture Match Fund provided up to \$3,000 per project in match funds in 2024, totaling \$80,000 in resident-led arts projects. CAC funds helped residents raise an additional \$92,449 on ioby.org, for a total of \$171,889 directed to 28 local arts and culture projects. In August 2024, ioby announced that it was closing its doors; we thank ioby for its work in Cuyahoga County and partnership over the years.
- In 2024, Assembly for the Arts designed and managed a Support for Artists program that provided \$375,000 in funding and support to 73 Cuyahoga County Artists. In addition to funding programs administered by Assembly it included a variety of opportunities for artists, including programs by Cleveland Public Theatre, Julia de Burgos Cultural Arts Center, Karamu House, and SPACES. Assembly also launched an artist advisory committee in September 2024 to provide feedback to Assembly on its broader artist support programs.

CAC will bring before the Board at its December meeting a recommendation to continue this work in 2025 through grants to Neighborhood Connections and Assembly. See the memos in this packet for more details.

Grantee Connect Series

In November 2023, Cuyahoga Arts & Culture committed to listening more deeply and connecting with our nonprofit arts and cultural community to help shape our grantmaking. In direct response to this commitment, CAC launched our Grantee Connect Series in spring 2024.

The initiative offered staff and board members at CAC-funded organizations three ways to help shape CAC's work in 2024 and beyond: guidelines feedback, an independent and anonymous grantee survey, and grantee connect meetups. Additionally, CAC staff has conducted a National Funder Scan, interviewing representatives from more than 10 funding agencies.

More than 280 individual participants representing over 200 grantee organizations participated in the Grantee Connect Series. Most of the participation came through the survey. CAC staff held Grantee Connect Meetups at five locations, and in one online session. At those sessions, we shared initial findings from the survey and gathered additional feedback.

We have already begun acting on what we have heard, and we are committed to continuing the conversation and offering ongoing feedback mechanisms. The findings of the Grantee Connect Series will inform Board planning discussions at future meetings, and the team's work as we begin development of 2026 grant guidelines.



A finding from the Grantee Connect Survey, Spring 2024.

2. COMMUNICATIONS

Issue 55 Passed by County Voters

On November 5, 2024, Cuyahoga County voters approved Issue 55, a replacement and expansion of the cigarette tax that funds Cuyahoga Arts & Culture. The tax passed with 71% approval. Following approval, CAC staff launched a campaign to thank voters and outline next steps, including media outreach, grantee communications and social media. The new tax goes into effect in February 2025 and is collected, month-by-month, and will impact CAC's 2026 grantmaking budget.

Launched 2023-24 Report to the Community

In June, CAC released its 2023-24 Report to the Community in a digital and mailed print format. The report highlights CAC's grantmaking, including how public dollars we distribute help to boost the economy, educate children and teens, create experiences that enrich our lives, and enhance our community's appeal. The report has been viewed by over one thousand grantees, public officials, and other residents. View the report at 2023report.cacgrants.org.

Created New Grantee Communications Toolkit

In August, a new suite of free tools was released to grantees to help them acknowledge CAC funding. These include an updated suite of ads for print and digital distribution; a set of fact sheets; 50 CAC "swag bags" promoting ClevelandArtsEvents.com; a customized grantee messaging guide, with impact data and storytelling templates, and more. These tools have been well received by grantees, who have already begun using them widely.

Promoted ClevelandArtsEvents.com

Promotion of the Cleveland Arts Events website, where CAC grantees are required to post their CAC-funded programs and events, is yielding great results. Through November, the site has been visited by more than 88,000 unique users, a 5% increase over 2023. More than 2,400 events have been posted on the site by CAC grantees and other groups in 2024.

Gathered the Arts & Cultural Community

In 2024, Neighborhood Connections hosted four in-person Arts & Culture Network Nights. These events were attended by representatives from CAC-funded organizations, artists and residents engaged in the arts & cultural community. The goal of these events is to spark connection and inspire collective action among our arts and cultural community. Each Network Night was attended by 20-50 participants and fostered conversations and connections.

Media Placements

In addition to consistent crediting of Cuyahoga Arts & Culture in the media by our partners, below are a sampling of the media placements focused on CAC's work in 2024:

- [Inspired works: Cuyahoga Arts & Culture awards first-time grants to 13 organizations \(freshwatercleveland.com\)](#) - January 11, 2024
- [Renewal of Cuyahoga County's cigarette tax for arts funding is crucial - cleveland.com](#) February 8, 2024

- [Cuyahoga County Executive Chris Ronayne nominates Vernaci, DiCosimo to Cuyahoga Arts and Culture board - cleveland.com](#)
March 6, 2024
- [Cuyahoga Arts & Culture takes first step toward putting levy on November ballot | Crain's Cleveland Business \(crainscleveland.com\)](#) - May 1, 2024
- [Creative booster: CAC connects communities through free arts and culture events \(freshwatercleveland.com\)](#) - August 29, 2024
- [Arts funding continues to decline ahead of proposed Cuyahoga County cigarette tax increase | Ideastream Public Media](#) - September 11, 2024
- [What is Issue 55, Cuyahoga County's cigarette tax for the arts? | Ideastream Public Media](#) - October 3, 2024
- [Yes on Issue 55, a cigarette tax increase to raise millions for Cuyahoga Arts and Culture: endorsement editorial - cleveland.com](#) - October 25, 2024
- [Cuyahoga County Issue 55 passes, increasing the cigarette tax for the arts | Ideastream Public Media](#) - November 6, 2024
- [Cuyahoga Arts & Culture awards more than \\$10.7 million for 2025 | Ideastream Public Media](#) - November 20, 2024

3. EFFECTIVE TEAMWORK AND OPERATIONS

- **Received the Auditor of State Award.** CAC received the highest opinion that the Auditor of State gives: no findings and no material weaknesses for our 2023 financial audit, which led to CAC once again receiving the Auditor of State Award, an award received by fewer than 5% of public agencies in Ohio.
- **Set and Measured Goals.** All CAC staff members tracked progress on their personal professional development plans each quarter, concentrating on ways to work smarter, not just harder, resulting in a team that stayed focused on key objectives.
- **Maintained a Commitment to Learning and Action, with a Focus on Racial Equity.** CAC's Core Racial Equity Working Group continued its support of internal learning and action within the organization. CAC continued its participation as member of the Government Alliance on Race & Equity (GARE).
- **Thank you and Congrats CAC Team!** This year several CAC staff members served in leadership roles on community projects or were recognized with awards. Please join us in thanking and cheering on:
 - Maya Curtis for her service on the City of Cleveland's Transformative Arts Fund committee.
 - Julia Carey for co-chairing the data and equity workgroup of the Greater Cleveland Funders Collaborative.
 - Dayvon Nichols for his selection as the Ohio representative for the US Regional Arts Organizations' 2024-25 National Leaders of Color Fellowship program.
 - Jake Sinatra for being named a Crain's 2024 Notable Leader in Communications.

FINANCIAL UPDATE

2024 YTD

Revenue. Tax revenue through November 30 was \$8,047,150. This is \$319,777 (3.8%) below budget year-to-date and \$1,119,163 (12.2%) below revenue for the same period in 2023. Interest revenue through November was \$427,839 which is \$5,339 (1.2%) above forecast.

As of November 30, CAC investments:

- RedTree Investment Group: \$8,745,434 (target yield 4.33%)
- STAR Ohio: \$1,629,311 (yield 4.79%)

Expenditure. Non-grant expenditures through November were \$888,882 and are tracking under budget by \$73,854 due to timing of payments.

2024 Year End Outlook

Revenue is expected to be approximately \$350,000 lower than forecast at year end, pending tax receipts for December. Expenses for 2024 will be approximately \$350,000 below budget primarily due to reductions/cancelled grant payments and modest lower-than-budgeted expenses. In addition to monthly tax and interest revenue, CAC has used \$2.8 million from its general fund to issue grant payments and for operational expenditures which is in alignment with the budget. CAC will begin 2025 with very little unencumbered general funds, however we will see an increase to the general fund balance once the new tax rate goes into effect on February 1, 2025.

Cuyahoga Arts & Culture				
Through 11/30/2024				
	Actual YTD	Budget YTD	\$ Over/Under Budget	% of Budget
Ordinary Revenue/Expenditures				
Revenue				
Excise Tax	\$ 8,047,150	\$ 8,366,927	\$ (319,777)	96.18%
Interest	\$ 427,839	\$ 422,500	\$ 5,339	101.26%
Other revenue	\$ 41,940	\$ 41,000	\$ 940	102.3%
Total Revenue	\$ 8,516,929	\$ 8,830,427	\$ (313,498)	96.45%
Expenditures				
Salaries, Wages and Benefits	\$ 674,999	\$ 698,445	\$ (23,446)	96.6%
Grantmaking Expenses	\$ 48,462	\$ 68,398	\$ (19,936)	70.9%
Grants**	\$ 11,151,937	\$ 11,425,487	\$ (273,550)	97.6%
Facilities, Supplies, Equipment	\$ 46,093	\$ 60,190	\$ (14,097)	76.6%
Professional Fees	\$ 119,327	\$ 135,703	\$ (16,376)	87.9%
Depreciation	\$ -	\$ -	\$ -	
Total Expenditures	\$ 12,040,819	\$ 12,388,223	\$ (347,404)	97.2%
Net Ordinary Revenue	\$ (3,523,890)	\$ (3,557,796)	\$ 33,906	

** Outstanding 2024 grant obligations are on the balance sheet.

Non-grant cash disbursements YTD	\$ 888,882	\$ 962,736	\$ (73,854)
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Cuyahoga Arts and Culture
Balance Sheet
As of November 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
KeyBank	32,235
RedTree (U.S.Bank)	8,745,434
Star Ohio	1,629,311
Total Bank Accounts	10,406,980
Accounts Receivable	
11000 Accounts Receivable	659,755
Total Accounts Receivable	659,755
Other Current Assets	
12100 Prepaid Expenses	10,548
Total Other Current Assets	10,548
Total Current Assets	11,077,283
Fixed Assets	
15000 Furniture and Equipment	6,915
Total Fixed Assets	6,915
TOTAL ASSETS	11,084,198
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 Payroll Liabilities	11,451
24200 GOS Grants	912,566
24300 PS and CH Grants	486,934
24450 2024 SFA & ComBased Grants	56,500
Total Other Current Liabilities	1,467,451
Total Current Liabilities	1,467,451
Total Liabilities	1,467,451
Equity	
32000 General Fund	13,140,637
Net Income	-3,523,890
Total Equity	9,616,747
TOTAL LIABILITIES AND EQUITY	11,084,198

CIGARETTE TAX RECEIPTS FY 23 VS FY 24 YTD				
Month	2023	2024	2024	
			\$VAR	23/24 % VAR
JANUARY	\$ 902,452.46	\$ 720,680.19	\$ (181,772.27)	-20.1%
FEBRUARY	\$ 661,798.93	\$ 585,197.39	\$ (76,601.54)	-11.6%
MARCH	\$ 935,437.39	\$ 601,562.02	\$ (333,875.37)	-35.7%
APRIL	\$ 758,029.32	\$ 762,671.33	\$ 4,642.01	0.6%
MAY	\$ 816,989.21	\$ 823,925.67	\$ 6,936.46	0.8%
JUNE	\$ 1,656,081.30	\$ 1,302,380.22	\$ (353,701.08)	-21.4%
JULY	\$ 120,575.75	\$ 274,153.68	\$ 153,577.93	127%
AUGUST	\$ 884,886.34	\$ 798,356.75	\$ (86,529.59)	-10%
SEPTEMBER	\$ 912,041.36	\$ 762,716.32	\$ (149,325.04)	-16%
OCTOBER	\$ 815,722.53	\$ 755,750.76	\$ (59,971.77)	-7%
NOVEMBER	\$ 702,298.01	\$ 659,755.39	\$ (42,542.62)	-6%
DECEMBER	\$ 916,773.68			
TOTALS	\$ 10,083,086.28	\$ 8,047,149.72	\$ (1,119,162.88)	-12.2%



MEMORANDUM

Date: December 18, 2024
To: CAC Board of Trustees
From: CAC Staff
Re: 2025 Neighborhood Connections grant

Board Action: Cuyahoga Arts & Culture recommends a grant totaling \$60,500 to Neighborhood Connections, to provide grants for responsive, resident-led work and to hold Arts & Culture Network Nights in 2025.

Background

Through its resident-led grantmaking, CAC supports emerging community-based and neighborhood projects across Cuyahoga County. Since 2013, CAC has co-funded over **500 resident-led arts and culture projects** in Cleveland and East Cleveland and invested a total of \$907,985 through Neighborhood Connections grants and Arts & Culture Network Nights. See the Staff Report for more on the impact of 2024 Resident-Led grants.

2025 Grant Recommendation

For 2025, a grant is recommended in the amount of \$60,500 to co-fund resident-led projects in Cleveland and East Cleveland and host four in-person gatherings for artists and residents. Neighbors will work together to propose creative, arts and culture-based solutions to challenges their communities. Applicants are eligible for grants of up to \$5,000, with CAC matching up to 50% of the award. Neighborhood Connections selects grant recipients using a committee of residents, providing responsive grassroots grants throughout the year.

Examples of recently co-funded projects include:

- **SHED Projects** was awarded \$3,500 to host a six-week program featuring renowned folk artists from Mexico City. The resulting event will be a vibrant fusion of art, tradition, and community engagement, deeply rooted the traditional Mexican craft of paper sculpture.
- **St. Clair Mobile Art Cart** was awarded \$2,000 to host community spaces for art journaling for both youth and adults in St. Clair Superior, with the goal of getting people to let go of self-judgment and become open to art as therapy.
- **The Tuskegee Airmen Incorporated, North Coast Chapter** was awarded \$5,000 for a proposed program in North Collinwood's local libraries to teach students and community members about the history of the Tuskegee Airmen and inspire them.

Next Steps

With Board approval, CAC staff will work with Neighborhood Connections to launch and co-promote these grants to potential applicants in 2025.



cuyahoga
arts & culture
strengthening community

MEMORANDUM

Date: December 18, 2024
To: CAC Board of Trustees
From: CAC Staff
Re: 2025 Support for Artists grant to Assembly for the Arts

Board Action: Cuyahoga Arts & Culture recommends a one-year grant of \$500,000 to Assembly for the Arts to design and manage a program that provides support for Cuyahoga County artists throughout 2025. With this grant, Assembly will continue work with its artist advisory committee to inform its broader services for artists. CAC will work with Assembly to establish key benchmarks and deliverables, as well as ensure compliance with State and Federal law.

Background

Through its Support for Artists grant to Assembly for the Arts, CAC invests in a local nonprofit to provide funding and support that benefits Cuyahoga County artists whose work connects with and benefits the community. In 2024, Assembly for the Arts designed and managed a Support for Artists program that provided **\$375,000 in funding and support services to 73 local artists and creatives**.

This included flexible and project-based funding awards ranging from \$500 - \$10,000 and access to a variety of memberships, promotional support, and institutional connections. Assembly worked with four local nonprofits (Julia de Burgos Cultural Arts Center, Karamu House, Cleveland Public Theatre and SPACES) to provide support programs. In addition, Assembly administered its own Creative Impact Fund and Rapid Action Grants. Assembly launched the Artist Advisory Committee to inform and assess all of Assembly's artist programs and services in September 2024.

Note: Separate from this SFA25 grant recommendation, Assembly for the Arts will receive \$42,649 in general operating support funding from CAC in 2025, as approved in November 2024.

2025 Grant Recommendation

For 2024, CAC recommends a grant of \$500,000 for Assembly to continue to design and manage Support for Artists programs and funding. Assembly's proposal outlines a SFA25 program that includes:

- Flexible, project-based funding, and support services for Cuyahoga County artists through an expanded Creative Impact Fund (fellowship funding between \$5,000-\$10,000 for 30 emerging and established artists), designed and managed by Assembly.

- A new “Boost Fund,” designed and managed by Assembly, to provide 140 \$1,500 awards to artists in a “lottery” format throughout 2025.
- The continuation of the Artist Advisory Committee, as established in 2024, to continue to inform Assembly’s broader work.

In all, the proposed program will provide **\$450,000 in funding and support to 176 artists in 2025**. See a detailed budget, as provided by Assembly, below in Appendix A.

Feedback and support from Assembly’s board and advisory committee resulted in their decision to manage all 2025 programs directly at Assembly for the Arts, instead of working with additional nonprofits. As proposed for 2025, this reduces overhead costs and administrative burden, shortens payment timelines, and gets more funding to Cuyahoga County artists. Assembly outlines outreach and evaluation plans that ensure their programs will: 1) reach and support a diverse cohort of Cuyahoga County residents/artists; and 2) connect funded artists’ work to Cuyahoga County residents through marketing/promotion and storytelling.

Assembly’s Support for Artists Program – At a Glance
2024 (current/actual) vs. 2025 (proposed)

Support for Artists Program	2024 (actual)	2025 (as proposed)
CAC grants to Assembly	1	1 (pending)
Grant Amount (\$)	\$500,00	\$500,000
Total (\$) Awarded to Artists by Assembly	\$375,000	\$450,000
Administrative Cost/Overhead	\$125,000 (25%)	\$50,000 (10%)
Number of Artists Funded	73	176
Average Award Size	\$5,137	\$4,750
Program Partners	5 <i>Assembly for the Arts, Cleveland Public Theatre, Julia de Burgos Cultural Arts Center, Karamu House, SPACES</i>	1 <i>Assembly for the Arts</i>

Next Steps

Pending Board approval, CAC will issue a grant of \$500,000 to Assembly for them to design and manage a Support for Artists program in 2025. CAC will work with Assembly to establish key benchmarks and deliverables, as well as ensure compliance with State and Federal law.

Appendix A

Assembly for the Arts – 2025 Support for Artists Budget Detail

(as submitted to CAC on December 2, 2024)

SFA25 Proposed Budget		
Revenue	Amount	Note
Government - CAC	\$ 500,000	Requested
Government - OAC	\$ 17,386	Project support for the Artist Advisory Committee
Additional funder TBD	\$ 5,000	Future proposals and requests
Total SFA25 Revenue	\$ 522,386	
Expenses		
Grants to artists	\$ 435,000	CIF and Boost Awards
Stipends to artists	\$ 15,000	Artist Advisory Committee members
Stipends to jurors	\$ 9,000	CIF juror compensation
Personnel	\$ 25,000	Assembly staff time (\$20,000) and OAC funded staff time for Artist Advisory Committee (\$5,000)
Dues & Subscriptions	\$ 8,300	Submittable software subscription
Marketing and Communications	\$ 2,500	Marketing--social media/other (\$2,000) and OAC-funded marketing for Artist Advisory Committee (\$500)
Events	\$ 3,000	Cohort building/gathering, excluding food
Printing and Production	\$ 2,000	Marketing -printing fliers
Professional Development	\$ 16,686	Professional and business development (\$6,800) and OAC-funded professional development for Artist Advisory Committee (\$9,886)
Space	\$ 4,200	Venue cost for information sessions (\$2,200) and OAC-funded space rental for Artist Advisory Committee (\$2,000)
Misc	\$ 1,700	Contingency
Total SFA25 Expenses	\$ 522,386	



MEMORANDUM

Date: December 18, 2024
 To: CAC Board of Trustees
 From: Jill Paulsen, executive director
 Meg Harris, director of administration
 Re: 2025 Budget Appropriation

ACTION: At the December 18 board meeting, Trustees will be asked to approve the 2025 annual budget for CAC in the amount of \$12,417,684.

Background

CAC creates its budget annually based on what we plan to accomplish during the next fiscal year. Our budget is a representation of already-approved grant awards for 2025, organizational values, and anticipated revenue.

2024 Approved Budget vs. 2025 Proposed Budget

Expenditures	Approved 2024 Budget	2025 Budget	Change in Budget	% Change
Salaries, Wages and Benefits	\$ 783,363	\$ 814,563	\$ 31,200	3.98%
Facilities, Supplies, Equipment	\$ 64,427	\$ 65,275	\$ 848	1.32%
Professional Fees	\$ 145,273	\$ 145,700	\$ 427	0.29%
Grant Program Management	\$ 71,450	\$ 65,000	\$ (6,450)	-9.03%
Grants	\$ 11,425,487	\$ 11,325,847	\$ (99,640)	-0.87%
Depreciation	\$ -	\$ 1,300	\$ 1,300	
Total Annual Expenditures	\$ 12,490,000	\$ 12,417,684	\$ (73,616)	-0.58%

2025 Budget and Annual Objectives

Overall, this annual budget ensures that CAC is positioned to achieve its 2025 organizational and team objectives, while limiting expenses wherever possible. This includes:

- Effectively managing an organizational portfolio of more than 300 grants throughout 2025.
- Planning through 2035 (through the new levy cycle), to enact a funding strategy that ensures stability for the agency and the nonprofits we fund.
- Connecting more residents to CAC-funded arts and culture events and raising awareness of how the investment of CAC funds improve their lives.
- Investing appropriately in staff to retain our strong team.
- Centering equity in our daily work and long-term strategy.

Revenue

With the passage of Issue 55, tax revenue is projected to double over 2024 to \$17,919,250. This projection is based on the tax increase from 1.5 cents to 3.5 cents per cigarette for the period of February through December 2025 and then adjusted using three-year rolling average of the decrease in tax receipts seen over the past three years – approximately 9.46% (2022/2021, 2023/2022 and 2024/2023). Interest revenue is forecast to be \$600,000, net of investment fees, based on projections provided by our investment advisor.

Year	Rev	Decrease	Change over prior year
2021	\$ 12,009,236	\$ (723,228)	
2022	\$ 10,931,382	\$ (1,077,853)	-8.98%
2023	\$ 10,083,086	\$ (848,296)	-7.76%
2024 estimate	\$ 8,910,000	\$ (1,173,086)	-11.63%
		Average	-9.46%

Expenses

Anticipated 2025 expenses, detailed below, will be approximately \$12,417,684. More than 91% of the expenses are committed to grants to 300 nonprofit organizations, approved by the Board at the November 18, 2024 meeting as well as additional recommendations at this December meeting. To meet the commitments approved by the Board, CAC uses its general fund (funds on deposit) to issue contracts in advance of the next fiscal year (2025), to meet [statutory requirements](#), and for cash flow needs. As CAC enters FY25, it will need to stagger the issuing of contracts until sufficient funds are on deposit to enter into such contracts. We anticipate this will impact two to three grantees and once increased funds are received beginning in March, will not be an issue moving forward. This was anticipated and included in the 2024 budget memo provided to the Board last December.

Appropriation Detail

1. Salaries, Wages and Benefits: \$814,563

CAC employs seven full-time professional staff to manage day-to-day operations, communications, and grant programs. Benefits include health, dental and vision insurance, and contributions, as required by law, to Medicare, Bureau of Workers Compensation, and the Ohio Public Employee Retirement System.

a. Facilities, Supplies, Equipment: \$65,275

This category includes expenses for rent, utilities, office supplies, printing, postage, computer software and other business machines.

b. Professional Fees: \$145,700

This category includes fees for banking, legal, communications/strategy, IT support, accounting/audit, and financial services.

c. Grantmaking Program Management: \$65,000

The expenditures in this area are comprised of three broad categories: application and panel review activities; grantmaking management, technical assistance for grant applicants and recipients; and marketing and promotion of CAC-funded arts and culture organizations and events to the residents of Cuyahoga County through ClevelandArtsEvents.com. In 2025 CAC will continue its outreach to grantees and their stakeholders to highlight the benefit of our county's tax for arts and culture nonprofits. These educational activities are supported, in part, through a grant from the Educational Foundation of America (EFA).

d. Grants: \$11,325,847

This category represents grants awarded through: General Operating Support (\$8.94mil.); Project Support and Cultural Heritage (\$1.77mil.) grant programs; Neighborhood Connections for grassroots grantmaking and convening (\$60.5k); SMU DataArts for use of the Cultural Data Project (\$14.5k); and the Support for Artists project grant to Assembly for the Arts (\$500k).

Action Requested

We ask that Trustees approve the 2025 annual budget in the amount of \$12,417,684. We look forward to answering your questions at the December 18 Board meeting.

APPROPRIATION RESOLUTION FOR CUYAHOGA ARTS & CULTURE
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025

Be it resolved by the Board of Trustees of Cuyahoga Arts & Culture, a regional arts and cultural district and political subdivision of the State of Ohio, that to provide for the expenditures of Cuyahoga Arts & Culture for the fiscal year ending December 31, 2025, the following amounts are appropriated from the General Fund:

SECTION 1. There is appropriated for Grants \$11,325,847

SECTION 2. There is appropriated for General & Administrative Expenses \$1,091,837

SECTION 3. The Executive Director is authorized to draw on the Cuyahoga Arts & Culture treasury for payments from any of the foregoing appropriations, subject to approval of contracts by the Board of Trustees, as defined by the Bylaws of Cuyahoga Arts & Culture.

SECTION 4. This Resolution shall be in full force and effect from and immediately upon its adoption.

Trustee _____ moved the adoption of the resolution, and Trustee _____ seconded the motion.

Upon roll call on the adoption of the resolution, the vote was as follows:

Blakemore	_____
DiCosimo	_____
Isenhardt	_____
Scott Taylor	_____
Vernaci	_____

CERTIFICATION

The above is a true and correct excerpt from the minutes of the regular meeting of the Board of Trustees of Cuyahoga Arts & Culture held on December 18, 2024, showing the adoption of the Resolution set forth above.

Secretary, Board of Trustees
Cuyahoga Arts & Culture

2025 Budget Appropriation Detail			
		Draft 2025 Budget	
Revenue			
Excise Tax (est)		\$ 17,919,250	
Interest Income		\$ 600,000	
Other Revenue		\$ 26,000	
Total Revenue		\$ 18,545,250	
Expense		Draft 2025	
Salaries and Benefits		Budget	
Payroll		\$ 587,289	
Benefits		\$ 227,274	
Total Salaries, Wages and Benefits		\$ 814,563	
Facilities, Supplies, Equipment			
Software, Supplies and Equipment		\$ 12,500	
Meals & Catering		\$ 200	
Professional Development and Memberships		\$ 13,735	
Postage and Mailings		\$ 300	
Space Rental		\$ 36,400	
Travel		\$ 700	
Telecom		\$ 1,440	
Total Facilities, Supplies, Equipment		\$ 65,275	
Professional Fees			
Web Site hosting and mgmt		\$ 2,200	
Visual Identity/Design		\$ 15,000	
Accounting Fees		\$ 15,000	
Bank Service Fees		\$ 3,000	
Legal Fees		\$ 28,000	
Public Relations + Strategy		\$ 42,000	
Insurance		\$ 8,200	
IT Services		\$ 21,120	
Other Professional/Contract Svc		\$ 11,180	
Total Professional Fees		\$ 145,700	
Grants and Grants Management			
Panel Expenses		\$ 8,300	
Grant Tools & Training		\$ 35,400	
Grantee and Event Communications		\$ 21,300	
General Operating Support Grants*		\$ 8,983,724	
Project and Cultural Heritage Grants*		\$ 1,767,123	
Support for Artists		\$ 500,000	
Resident-Led Grants		\$ 60,500	
DataArts		\$ 14,500	
Total Grants and Grants Management		\$ 11,390,847	
Depreciation		\$ 1,300	
Total Expense		\$ 12,417,684	
General Fund Additions		\$ 6,127,566	

2025 Budget Appropriation Summary

Estimated Revenue	2025 Proposed Budget
Excise Tax	\$ 17,919,250
Interest revenue	\$ 600,000
Other revenue	\$ 26,000
	\$ 18,545,250

Expenditures	2025 Budget
Salaries & Benefits	\$ 814,563
Grantmaking Admin Expenses	\$ 65,000
Grants	\$ 11,325,847
Facilities, Supplies, Equipment	\$ 65,275
Professional Fees	\$ 145,700
Total Expenditures	\$ 12,416,384
Depreciation	\$ 1,300
Total Annual Expenditures	\$ 12,417,684

Change in Net Position	\$ 6,127,566
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Contractor	Amount	Purpose	Term	Requires Board Approval
FIT Technology	\$21,120	Annual IT Maintenance and Support	1/1/2025 - 12/31/2025	Y



Board of Trustees: 2025 Meeting Schedule

All regular meetings will start at 4:00 pm unless otherwise noted.

Date	Location
Tuesday, February 25	Cleveland Public Library Main Campus, Learning Commons
Wednesday, April 16 <i>Annual Meeting</i>	TBD
Wednesday, September 10	Cleveland Public Library Main Campus, Conference B
Wednesday, November 12 <i>Approval of 2026 grants</i>	Cleveland Public Library Main Campus, Learning Commons
Wednesday, December 17* <i>Approval of 2026 budget</i> <i>*meeting starts at 3:30pm to include an executive session</i>	Cleveland Public Library Main Campus, Learning Commons