2019 RETREAT SUMMARY MINUTES

Monday, January 16, 2019
General Services Department, 2011 Fay Street Durham, NC 27704

Cultural Advisory Board Members

Margaret DeMott*  Tom Jaynes  Candis W. Smith
Dan Ellison  Angela Lee  Katie Wright
Valerie Gillispie*  Cynthia Penn-Halal  Rachel Wexler
Zena Howard  Lou Rollins  * Public Art Committee member

Others Present

Gineen Cargo, Durham150  Jina Propst, GSD  Cheryl Stewart, NCAC
Angel Dozier, GSD  Shade’ Shakur, Durham150  Cason Whitcomb, GSD
Stacey Poston, GSD  Annette Smith, DPR

I.  Food and Fellowship

II.  Welcome and Housekeeping,

   i.  Review attendance policy

       Cultural Advisory Board members must attend a minimum of 50% of all Cultural Advisory Board meetings. If a member’s attendance falls below this threshold their membership will be reviewed by the City Clerk with the possibility of a determination of noncompliance with Council-defined accepted board processes.

   ii.  Review terms of service

       Please see the Dropbox for a list of all current Cultural Advisory Board members’ terms of service. There will be three vacancies beginning on the CAB in July 2019. The City Clerk will advertise for these positions beginning January 2019.

   iii.  Review calendar meeting dates and times

       Due to scheduling conflicts, the next Cultural Advisory Board meeting will be held on 2/13/19 at the General Services Department. Additionally, all meetings henceforth will be held from 3:00pm-4:30pm.
iv. Cultural Advisory Board Festivals and Events announcement
The Cultural Advisory Board will serve as the primary review and selection committee for the Festivals and Events grant funding for the 2019 cycle. Additionally, the CAB is to become the primary recommendation committee for City efforts within the SmART Initiative and SmART Corridor.

**MOTION:** To accept the role of reviewing and recommending festival funding and to accept the role of reviewing the SmART Initiative to the Cultural Advisory Board’s portfolio of work. (Ellison, Smith 2nd)

**ACTION:** Motion accepted (11-0).

v. Introduction City of Durham Public Art Interns
Alex Benson and Angel Dozier will be joining the City as Cultural and Public Art Program Interns. Cason Whitcomb will be leaving the City on 1/22/19.

vi. Introduction of Gineen Cargo and Shade’ Shakur, Durham 150
Durham’s sesquicentennial, a yearlong celebration of the City of Durham’s 150th anniversary of incorporation in 2019, encourages Durhamites and visitors to explore themes of history and education, innovation and entrepreneurship, social equity and robust democracy, as well as arts and leisure. The sesquicentennial opening ceremony will take place on April 13, 2019 and the closing ceremony on November 2, 2019. Durham150 invites organizers to submit upcoming events for inclusion in the official Durham150 event calendar. Any and all events are eligible for inclusion if they connect to one of the four following themes: history and education, innovation and entrepreneurship, social equity and robust democracy, as well as arts and leisure. Please visit Durham150.org for more information and to access the events and grant requests submission portals.

III. Durham 150th Celebration presentation, Gineen Cargo and Shade’ Shakur (15 minutes)

IV. Activity 1
See appendix for activity notes

V. Break
VI. Activity 2
See appendix for activity notes

**MOTION:** To adopt the four following goals identified through Activity 2 and to discuss feasibility at the next CAB meeting. (Howard, Smith 2nd)

- **Goal:** Develop a process for equitable and transparent festival funding, which could serve as a model for the City’s cultural resource allocation
- **Goal:** Research and develop the methodology for an equitable, accountable system for education, training, and outreach within the arts community within the first year
- **Goal:** To create a task team to research and define the parameters of a community engaged artist/historian in residency
- **Goal:** Identify under-utilized real estate and facilitate placing 3 artists or artist groups in temporary/short-term spaces

**ACTION:** Motion accepted. (11-0)

VII. **Wrap-up**

The next Cultural Advisory Board meeting will take place on 2/13/19 3:00pm – 4:30pm at General Services Department. At this meeting, CAB members will discuss action items and metrics related to the established 2019 goal. They will also explore if there are members of the Durham community who are already doing work around these issues.
Overview: CAB members self-organize into three groups around the pre-grouped City of Durham Sustainability Plan priority strategies. For thirty minutes each group will:

- Note the connections between Sustainability Plan priority strategies and Cultural Master Plan priority strategies by pasting or writing each relevant Cultural Master Plan priority strategies under the Sustainability Plan Group.
- Determine if there are other organizations already doing some of this work.

Then, each group will share out their connections.

Finally, all CAB members will be asked to vote to identify the highest priority ranking strategies within each group.

Goal(s): Identify connections between the CMP priority strategies and the Sustainability Plan Groups, identify if other organizations are already doing work around these strategies, and ultimately to select the highest priority strategy.

Materials: handouts for CMP and Sustainability Plan Groups, large print-outs of CMP and Sustainability Plan Groups priority strategies, scissors, pens, highlighters, vote dots

Group One: Assessment and Strategic Planning

- Conduct an assessment of the community’s social and cultural diversity to inform local government actions, investments, and procurement processes. (12 votes)
- Utilize the results of the community assessment to inform an update of the Durham Cultural Master Plan.
- Explore opportunities for matching the City’s 1% CIP public art funding to bring increased funding for public arts efforts in Durham. (4 votes)
- Develop a City Diversity Recruitment Plan to ensure equitable representation of minorities and females in specific job roles within local city government.
- Prioritize acquisition of property and build new recreational facilities in the southern and the northern parts of the City to promote increased access to public community venues that promote community cohesion.
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**Group Two: Capacity Building and Artist Support**

- Expand and support local nonprofit or for-profit entities, including Discover Durham and the Durham Heritage Alliance to support local events, recognition programs, and tourism efforts that celebrate and leverage the economic and social value of local historic and cultural resources. (9 votes)

- Develop partnerships with local organizations focused on business recruitment and retention of creative industries in Durham.

- Establish a community-engaged artist and historian in residence program focused on supporting community cohesion through art. (15 votes)

- Prioritize access to affordable housing and workspaces for artists as a way of fostering real estate stability that allows our vibrant local art scene to continue to flourish amidst growth and rising cost of living prices, especially in the downtown core. (14 votes)

**Group Three: Education, Training, and Outreach**

- Provide training for local government staff and members of the arts industry in areas of racial equity and cultural sensitivity as well as strategies for meeting the needs of traditionally under-represented populations including older residents to include understanding of accessibility issues/cognitive decline and LGBTQ+. (17 votes)

- Offer training and workshops around entrepreneurial skills to expand capacity of local artists. (3 votes)

- Host Placemaking Training for City Employees.

- Improve access to Durham Parks and Recreation programming by surveying current program participants, evaluating programs, and reallocating resources to develop new programs or increase access based on community input. (1 vote)

**ACTIVITY 1 KEY:**

Bullet points: Sustainability Roadmap Priority Strategies

**Green highlighted phrases:** highest ranking priority strategies as identified in Activity 1

**Red** text: Cultural Advisory Board’s suggested edits to Sustainability Roadmap’s Priority Strategies

“Text” in comment boxes: Cultural Master Plan Priority Strategies

Text in comment boxes: other comments relating to connecting CMP to Sustainability Roadmap
Activity 2

**Overview:** CAB members self-organize around the HIGHEST priority strategies identified through voting. Through group discussion, each group will:

- Determine measurable objectives for each goal
- Determine action items

Then, each group will share out their measurable objectives and action items

Finally, the CAB will pass a motion accepting the rankings, objectives, and action items for the upcoming calendar year (2019)

**Goal(s):** Identify Top 3-5 goals established in priority order with measureable objectives and action items that will ultimately shape the CAB 2019 Workplan

**Materials:** handouts for CMP and Sustainability Plan Groups, large print-outs of CMP and Sustainability Plan Groups priority strategies, scissors, pens, highlighters, vote dots

**PRIORITY STRATEGY:** Provide training for local government staff and members of the arts industry in areas of racial equity and cultural sensitivity as well as strategies for meeting the needs of traditionally under-represented populations including older residents to include understanding of accessibility issues/cognitive decline and LGBTQ+.

**GOAL:** Research and develop the methodology for an equitable, accountable system for education, training, and outreach within the arts community within the first year. (8 votes)

**PRIORITY STRATEGY:** Establish a community-engaged artist and historian in residence program focused on supporting community cohesion through art.

**GOAL:** to create a task team to research and define the parameters of a community engaged artist/historian in residency (7 votes)

**PRIORITY STRATEGY:** Prioritize access to affordable housing and workspaces for artists as a way of fostering real estate stability that allows our vibrant local art scene to continue to flourish amidst growth and rising cost of living prices, especially in the downtown core.

**GOAL:** identify under-utilized real estate and facilitate placing 3 artists or artist groups in temporary/short-term spaces. (7 votes)

**PRIORITY STRATEGY:** Conduct an assessment of the community’s social and cultural diversity to inform local government actions, investments, and procurement processes.
GOAL: Work with new cultural administrator to understand current process for resource allocation of all cultural aspects of city funding with the intention to create awareness of current structural process by CAB and new admin staff member (out of scope)

GOAL: CAB develops a process for equitable and transparent festival funding, which could serve as a model for the City’s cultural resource allocation. (6 votes)

ACTIVITY 2 KEY:

Text in comment boxes: discussion points presented during “share out”