

# MINUTES OF THE NAPA COUNTY ARTS AND CULTURE ADVISORY COMMITTEE

Napa County Board of Supervisors Chambers  
1195 Third Street, Suite 305  
Napa, CA 94559

May 6, 2013  
9:00 a.m.

## I. CALL TO ORDER AND ROLL CALL

The special meeting of the Napa County Arts and Culture Advisory Committee was called to order by Chair Ed Breed with the following members in attendance; Eddi Wolk, Leslie Wilks, Nathell Glover Buford, Olivia Everett, Patricia Bardwell, Susan Bartolucci, Lisa Adams Walter (arrived during item IV a) and Yvonne Henry. Stephen Sossaman was excused.

## II. PUBLIC COMMENT

**Martha Casselman, Calistoga Arts Center**  
**Michael Madden, Lincoln Theater**

## III. APPROVAL OF MINUTES

- a) Secretary of the Committee JoAnn Melgar requests approval of the minutes for the meetings held on January 28, 2012 and April 22, 2013.

***Motion made by Yvonne Henry, seconded by Nathell Glover Buford***

## IV. ADMINISTRATIVE ITEMS:

- b) Assign new committee members to sub-committees  
**Eddie Wolk assigned to the Workshop Committee**  
**Patricia Bardwell assigned to the Selection Committee**
- c) Committee to present recommendations regarding grant awards for Special Projects Fund Arts allocation for FY 2012 - 13 and FY 2013 - 14

**Secretary of the Committee JoAnn Melgar presented staff report.**

***Motion to approve application from the Napa Valley Museum (development membership and volunteer programs) in the amount of \$10,000 was made by Nathell Glover Buford, seconded by Eddi Wolk/.***

## **PUBLIC COMMENT:**

**Jennifer Baker, St Helena Public Library**  
**Kristie Sheppard, Napa Valley Museum**

**Martha Casselman, Calistoga Arts Center**  
**Michael Madden, Lincoln Theater**

**Discussion by committee members regarding applications from Suscol Intertribal Council, the White Barn and the Calistoga Art Center and regarding the grant application process and ways to improve next year.**

***Motion made by Leslie Wilks, second by Lisa Adams Walter by roll call vote to unanimously recommend 12 grants applications to receive funding. Motion passes with 8 voting yes and 1 voting no.***

- d) Report from Application Sub-Committee re: how to reach out to smaller organizations via email or in person for next round of grant funding.

**Committee member Olivia Everett made report.**

**Committee member Yvonne Henry commented on the small organizations that did not apply, she contacted 5 organizations and received 2 responses. Some did not know the meaning to Capacity Building; she felt there was a communication problem.**

#### V. COMMITTEE MEMBER REPORTS/COMMENTS

**Committee member Yvonne Henry would like for members to contact the organizations that did not apply and ask specific questions.**

Call as many non profits and submit questions and answers to JoAnn Melgar.

Questions to ask:

Why didn't you apply?

Were you aware of the grant workshops?

Was the application clear? Did you fully understand the application?

Did you know where to go for help?

Are you aware of the County Website?

How did you hear about the grant?

Would you have applied if matching funds were available?

What would you recommend to do differently?

Did you understand the meaning of Capacity Building?

(Secretary of the Committee JoAnn Melgar will send questions to all members via email)

VI. ADJOURNMENT

**Adjourned to the Arts and Culture Advisory Committee special meeting on August 26, 2013  
at 9:00 a.m.**

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**ED BREED, Chair**

ATTEST:

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**JOANN MELGAR, Secretary of the Committee**