



York County Arts Commission Joint Meeting with Williamsburg Area Arts Commission

June 8, 2023

2:00 p.m.

Yorktown Library

MINUTES

Attendance: Narielle Living, Mary Egan, Nancy Sullivan, Marci Swanson, Minnie Sippio (York County Liaison). Absent: Deborah Sasin, Robin Phillips, Bob Leek, Nicholas Vrettos, Patricia Rublein, Joanna Skrabala, Susan Corbett, Tom Phelps,

Narielle Living, Chairperson called the meeting to order at 2:00 pm.

Nancy Sullivan made the motion to approve the minutes from March 29, 2023 meeting, and seconded by Mary Egan. There were none opposed.

The members of both Commissions were treated to a tour of the newly renovated Yorktown Library led by the County Director of Libraries, Kevin Smith. The group was impressed by the 100-seat auditorium space as well as the state-of-the-art technology that can be used in the new facility. The tour included both large and small meeting spaces as well as public areas that are well-lit and user-friendly. Both groups agreed it is a lovely facility.

Old Business

There was no old business to discuss.

New Business

The primary business of this meeting was to streamline the grant application process for both groups. Since many of the York County applicants also apply to the Williamsburg Commission, the group looked at ways to create a standardized format with specific questions and information that is useful to both groups. The discussion centered on what each group currently requires, what specific forms are used, and what questions need to be answered on the application form. Both commissions expressed the desire to keep the form simple, so it did not discourage applicants. It was agreed that the following items needed to be included on the form:

- Tax-exempt status of the organization with a list of the Board of Directors.
- Statement of goals of the organization and how it promoted the arts in the community.
- The annual budget of the organization applying for a grant.
- How many members of the organization are from the Yorktown and Williamsburg communities?
- A description of the project/performance for which the funds are being requested.
- An itemized/detailed budget for the project/performance.
- Where and when the project/performance will be presented?
- What is the target audience for the project/performance? How will the project/performance be advertised to the communities?



Other items that were discussed by the group centered on the need for the Commission members to be informed and invited to a project/performance for which the grant was awarded, as well as having a Performance Assessment/Review form for Commission members to complete when they attend the project/performance for which the grant was received. All agreed that this needed to be part of the grant-review process when the final paperwork was submitted by the organization.

The final topic of discussion focused on ways to get groups in our community more money for their projects/performances beyond the grants from our Commissions. Programs such as the Americans for the Arts and the Mid-Atlantic Arts Foundation may be able to provide additional funding for organizations that are promoting the arts in our communities.

The joint meeting concluded with the group agreeing to meet again in October following the Williamsburg Area Arts Commission seminar for grant applicants.

The next meeting of the Arts Commission will be July 13, 2023, at 9:00 a.m. at the Yorktown Library

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Marcia Swanson, Secretary

Approved:

A handwritten signature in blue ink that reads "Marcia Swanson".

Marcia Swanson, Secretary

A handwritten signature in black ink that reads "Narielle Living".

Narielle Living, Chairperson