

Minutes of  
**Benton County Cultural Coalition**

April 28, 2005, 4:00 p.m.  
Meeting Room, Alsea Community Library

Present: Paula Krane (chair), May Dasch, Walter Frankel, Mary Rounds, Court Smith, Rick Wallace, George Wisner  
Excused: Zel Brook, Kathryn Burton, Kathy Jederlinich, Susan Johnson, Wendy Madar, Micki Reaman, Marilyn Stewart, Diane Tarter

Paula Krane called the meeting to order.

Discussion regarding the approval of minutes was the first order of business, as none had been approved since the Coalition began. It was decided that minutes would be sent via e-mail and that within seven to ten days, all would respond with corrections and approval. If necessary, significant changes would be distributed to all members for a second approval.

Walter will send a full set of minutes since the Coalition's start last year along with these minutes for everyone to review and approve.

Minutes will be posted on web site as "Unapproved." This designation will be dropped after approval.

Walter distributed financial data given by County; the Coalition currently has \$8133.44 balance in its County account.

The Conflict of Interest Statement developed by Court and Walter was distributed. It was decided to add the sentence: "Members will state/declare possible conflicts of interest to the Grants Committee and/or the full Coalition before any grant action is taken." Rick Wallace moved and George Wisner seconded a motion that this statement would be reviewed before each granting cycle and/or action. It was unanimously approved.

Paula distributed the recommendations of the Grants Committee and circulated a set of grant proposals/applications for people to review. She summarized the process: nineteen letters of intent were received; the Committee invited eleven to develop full proposals; nine proposals were received.

The Grants Committee proposal was \$80 beyond the initially agreed distribution of \$5000. The following are recommended for funding:

Alsea Community Effort	\$100.
For historical lecture series on Lobster Valley at Alsea Community Library.	

Alsea Community Effort	500.
For construction of display cabinet for Alsea Community Library, by high school students, with wood donated by local company. Money covers hardware, glass, and materials.	
ArtCentric / Tcha Tee Man Wi Storytelling Festival	700.
For support of 2006 Festival costs; Festival is free-of-charge.	
Chamber Music Corvallis	700.
For expansion of its program of visiting musicians into schools outside Corvallis.	
Chintimini Chamber Music Festival	700.
For partial support of additional concert to be held at Alsea Community Library.	
Corvallis Community Band	680.
For support concerts to be held in County locations other than Corvallis.	
Corvallis Public Schools Foundation	700.
For permanent art for new Corvallis High School, to be done by students under direction of Corvallis graduate, Steven Gardner.	
Corvallis-OSU Symphony Society	500.
For support of 2006 Children's concert.	
Majestic Theatre	700.
For support of expansion of educational programs into County.	

It was noted that three proposals received full funding; the remainder received less than their full request. Rick Wallace moved and May Dasch seconded a motion that the grants be made as recommended by the Committee. It was unanimously passed.

Paula reported that letters announcing grant would include a request that the sponsorship of the Benton County Cultural Coalition and the Oregon Cultural Trust be acknowledged appropriately in publicity, programs, plaques, etc. When the check is mailed, report forms will also be included, which will ask for copies of publicity and programs, recordings and/or photos (if any), etc., any of which might be included on BCCC website. Reports should be made thirty (30) days after the completion of a project. If a project is incomplete on May 31, 2006, a report should be made with an anticipated completion date. It will be stipulated that funds must be returned to the Coalition if a project is not completed.

Paula reminded everyone of the schedule for completing process. Letters would go to organizations on May 5<sup>th</sup>, to arrive at latest by May 7<sup>th</sup>. Letters would have postcard to be returned, giving name for check, and responsible signature acknowledging conditions of use and report. (These cards would go directly to Walter.) On May 7<sup>th</sup> or 8<sup>th</sup>, Theresa Hogue would have an article in the *Corvallis Gazette-Times* announcing the awards, but not the amounts. On May 13<sup>th</sup>, Coalition will have ad in *Corvallis Gazette-Times* congratulating recipients, using both the logo of the Oregon Cultural Trust and the Benton County Cultural Coalition. It was agreed that until the newspaper announcement, the only

statement that could be made by members was that all proposals would receive some funding.

Final discussion was around the web site. Oregon Cultural Trust still has wrong link; Walter reported that he contacted Christine D'Arcy and was assured this would be corrected in the next batch upload. Rick reported that a subject/category list is being discussed for organizational listings. Letters and cards would go to organizations soliciting how their name should be listed, how they may be contact, their mission (in a few words), and their web site (if any). They would also be asked to make a link from their web site to the Coalition web site. Chris Ireland has been updating the site regularly and may be able to support us through the summer. Rick or Micki would check with Peak whether an e-mail account is part of their *pro bono* service.

The meeting was adjourned.

Respectfully submitted,

Walter A. Frankel  
Secretary/Treasurer

Appended as separate attachments:

Minutes, November 18, 2004

Minutes, January 20, 2005

Minutes, March 17, 2005

Conflict of Interest Statement (as amended and approved)