CITY OF MANITOU SPRINGS
MANITOU ARTS, CULTURE, AND HERITAGE BOARD
Special Meeting Minutes
Meeting via Zoom
July 10, 2025

I. CALL TO ORDER

Chair Routon called the Manitou Arts, Culture, and Heritage (MACH) Board meeting to order at 5:00 PM.

II. ROLL CALL

All board members were present for roll call.

BOARD MEMBERS PRESENT FOR ROLL CALL:

Chair Ralph Routon
Vice Chair Kinsey Watts
Board Member Wren Almitra
Board Member Mark Lee
Board Member Marcus Medina
Board Member Neale Minch
Board Member Peter Sommers
Alternate Board Member Jason Wells

III. APPROVAL OF AGENDA

Vice Chair Watts moved to approve the agenda. The motion was seconded by Board Member Sommers. The motion carried unanimously (7-0).

IV. PUBLIC COMMENTS NOT ON THE AGENDA

There was no public comment.

V. REPORTS

1. Becca Davis, City Staff – Check distribution update

Finance Director Rebecca Davis reported that two awardees had submitted W-9's. She added that there has been no reply from two other awardees.

2. Judith Chandler, City Council Liaison

Council Liaison Chandler reminded the board of the upcoming candidate forum for the 2025 election.

3. Board Members Reports on Attended Events

Board Member Medina reported that he attended the Poetry and Pottery event and observed that it was going well.

Chair Routon shared that he participated in a few Art on the Avenue installations and stated that the final artwork is expected to be installed by July 15, 2025, which would be a record installation timeline.

VI. BUSINESS

1. Natalie Pulido grant update. Review any changes since the June 26 presentation. Discuss several options for moving forward. Consider the recommendation to send to City Council for the July 15 meeting. Board action is needed.

Grant Recipient Natalie Pulido presented her project ideas. She reported that she did touch base with the Rockey Museum again, and they are open to reconsidering an art piece on the museum wall. She briefly shared some of the discussion between Rockey Museum and herself with the board.

Chair Routon cautioned Grant Recipient Pulido regarding time constraints. He stated he is scheduled to appear before City Council on July 15, 2025.

Vice Chair Watts commented that if the mural is moving back to Rockey Museum, the need to approve the change is not as imperative since the scope is similar to the original plan.

Some members agreed that minimal changes from the original project held value.

Chair Routon explained that it would be prudent to err on the side of caution and present the new plan to City Council regardless of the changes, in order to maintain transparency.

Council Liaison Chandler agreed with Chair Routon and stated that she believes the City Council will receive the presentation positively.

Board Member Minch noted that the board does hold a policy that a grant can be carried over if the project has to be pushed out or delayed due to weather or negotiations.

There was a discussion about the certainty of the project at Rockey Museum. Grant Recipient Pulido stated that collaboration seems very promising though there is no solid commitment at the time, due to family members being estranged.

Chair Routon suggested trying to obtain a letter from the Rockey Museum stating that they are interested in pursuing the project. Chair Routon also suggested that a revised budget be prepared to present to the City Council.

Board Member Lee moved to approve the revised plan for the Pulido Project with no changes to the original funding amount. Board Member Minch seconded the motion. The motion carried unanimously (7-0).

2. <u>Uncertain grant, “Jump Start Art-Mini Manitou” by Lissa Murphy. A review indicates her approval letter might not have been sent. No communication for her. Ralph has sent email and text hoping to clarity. Ralph will update.</u>

Chair Routon stated that if Grant Recipient Lissa Murphy still wanted the grant, it is possible, but the project would have to be completed by the end of the year. Otherwise, she would have to re-apply. Chair Routon shared that he was able to get in touch with Grant Recipient Murphy but based on her lack of communication, the grant should be considered not accepted.

The consensus was that the grant was not accepted.

3. <u>Board Members – Ralph Routon and Kinsey Watts were reappointed. Lisette Casey and Gerald Mitchell are in the work for alternate positions.</u>

Chair Routon reported that he and Vice Chair Watts were re-appointed for another four years by City Council at the July 1, 2025 meeting. There was a brief overview of the applications in process for Applicants Lisette Casey and Gerald Mitchell.

4. <u>Early look at the calendar for the 2026 grant process, grants covering April 1, 2026, to March 31, 2027.</u>

Vice Chair Watts explained that the window grants typically opens at the end of October, though applicants can access the online platform to work on drafts throughout the year.

5. <u>Discussion whether to engage with Audry Gray of Creative Alliance Manitou Springs to mentoring/coaching applicants? (Audrey is preparing a report on her work in the last cycle, with self-evaluation. Ralph will present.</u>

Chair Routon shared that Audrey Gray, Executive Director of Creative Alliance Manitou Springs (CRANE), reported that she worked with approximately 10 people with MACH grant questions in late 2024 and early 2025. Four one-hour appointments with the three people were scheduled to assist with their grant applications. An additional 14 people were assisted by phone. Chair Routon explained that Executive Director Gray felt her assistance had not been particularly valuable for applicants and that she and the board had not yet identified the most effective use of her services. He added that she is open to future discussions about how she might assist moving forward.

Board Member Almitra stated she would like to speak with Executive Director Gray more to understand what would work moving forward.

Chair Routon stated the budget for her services was higher than she billed for. He suggested that the board invite her to the next meeting.

The consensus was to invite Executive Director Gray to the next board meeting.

6. Appoint a subcommittee to review guidelines and FAQs.

Board Member Lee volunteered for the subcommittee.

Council Liaison Chandler offered to attend if needed.

There was brief discussion about who is responsible for updating the website application for MACH. Director Davis confirmed that the website would be updated by the Public Information Officer (PIO).

VII. DISCUSSION OF TOPICS FOR A FUTURE BOARD MEETING OR WORKSESSION

There was no discussion.

VIII. ADJOURNMENT

Chair Routon adjourned the meeting at 5:56 PM.

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