



**Greensboro Cultural Affairs Commission  
Meeting Agenda**

Monday, October 11, 2021 – 5:30 pm

Zoom Meeting ID: 817 1591 6455 Password: 003212

- I. Welcome & Announcements**
  - A. Ryan Deal, Chief Creative Economy Officer
  - B. Nancy Hoffmann, Greensboro City Council
  
- II. Commissioner Introductions**
  - A. Douglas Bender
  - B. Catena Bergevin
  - C. Juliette Bianco
  - D. Duane Cyrus
  - E. Mignon Elkes
  - F. Leigh Ann Little
  - G. Victoria Milstein
  - H. Janine Robledo
  - I. Naomi Woods
  
- III. New Business**
  - A. Approve By-laws for the Commission
  - B. Discussion, Commission leadership
  
- IV. Old Business**
  - A. Review, Greensboro Cultural Arts Plan
  - B. Review, Work of Creative Greensboro to-date
  
- V. Additional Items**
  - A. Speakers from the Floor
  - B. Commissioner Comments
  - C. Adjournment

The City shares the goals of the Americans with Disabilities Act, which protects qualified individuals with disabilities from discrimination on the basis of disability. Any individual with a disability who needs an

interpreter, other auxiliary aids or services to participate in a meeting, program or service, must contact Josh Sherrick, Business Services Manager, Creative Greensboro, at 336-373-7817, at least 3 business days prior to the event. For additional information or assistance, contact Gary Canapinno, ADA Coordinator, at 336-373-2723. Interpreter Services are available at no cost in accordance with Title VI. Servicios de intérpretes están disponibles sin costos de acuerdo a la ley del Título VI



**Creative  
Greensboro**

The City's office for arts & culture

# About the Cultural Arts Plan

Commissioned by Council in 2018, contract with Cultural Planning Group

Task Force:

- Councilwoman Nancy Hoffmann & Jacquie Gilliam, co-chairs
- 22 additional members (including Commissioner Victoria Milstein)

45 stakeholder interviews, 10 discussion groups, 12 community events, online survey

The process began with the question, “How do we generate more resources for the arts?”

The plan recognizes sustainability of the arts and cultural sector as the top priority

The plan expanded to encompass the desire for greater equity and access, new pathways for participation, and a more defined role for the City

Approved unanimously by Council in December 2018.

Intended as a roadmap for City government, with success requiring collaboration with community and arts leaders, philanthropy, education, corporate, and other partners.

# Strategy 1: Provide Sustained Support for Arts and Culture by Enhancing and Expanding Resources

1.1 Establish a City of Greensboro Office of Arts and Culture dedicated to arts and cultural development, with a permanent, full-time management position reporting to the Office of the City Manager.

1.2 Establish a Cultural Affairs Commission as a policy-making and advisory board to work with the Office of Arts and Culture in developing policies and serving as a liaison to City Council on community matters related to arts and culture.

1.3 Establish an annual Grants for the Arts program through the Office of Arts and Culture.

1.4 Establish a working group to explore viable mechanisms for a dedicated annual revenue source to support arts, culture and creativity.

1.5 Initiate comprehensive research on the breadth, depth and impact of the arts and cultural sector to establish a data-driven baseline to assess change in the sector.

1.6 Explore establishing a private trust for arts and culture.

# Strategy 2: Foster Cultural Equity and Arts Participation for All Greensboro Residents

2.1 Draft and adopt a Cultural Equity Policy in relation to arts and culture functions for the City of Greensboro.

2.2 Identify culturally specific and emerging arts and cultural organizations and develop an initiative supporting their organizational growth, resilience and programmatic reach.

2.3 Examine opportunities for supporting and expanding both in-school and out-of-school arts education through strengthening a community of practice.

2.4 Create a comprehensive leadership program for both professional and community leadership in the arts and culture community.

2.5 Examine existing policies and procedures for residency and usage of space in the Greensboro Cultural Center and refine to create opportunities for greater and more equitable access.

2.6 Launch a Citywide Culture Pass.

2.7 Support neighborhoods to broaden and diversify arts experiences.

# Strategy 3: Create a Prosperous Environment for Artists and Arts and Cultural Organizations

3.1 Provide individual artists and creative entrepreneurs with professional support systems and programs for networking, professional practices training and technical assistance.

3.2 Create an artist-in-residence program to embed artists into departments across the functions of the municipality.

3.3 Design and implement programs that build the capacities of the arts and cultural sector to be more resilient, agile and adaptive.

3.4 Support greater access to facilities for artists, creative businesses and arts organizations for rehearsals, performances, exhibitions and work space (cross reference 2.5).

# Strategy 4: Support Development of a Vibrant City Through the Arts

4.1 Create a program to establish and develop cultural districts and cultural hubs as an approach for both promotion and economic development.

4.2 Expand the role of public art as a key element to enhance and celebrate Greensboro's built environment, identity and sense of place.

4.3 Explore options for creative placemaking throughout the city as an integrated element in economic and community development.

4.4 Initiate a coordinated audience development initiative to increase and diversify audiences and expand participation across all sectors of the community.

4.5 Coordinate a centralized effort to strengthen existing arts, culture and event promotion and communication tools serving Greensboro and the surrounding region for greater reach and impact.



# About Creative Greensboro

Founded in 2019, Creative Greensboro is the City of Greensboro's office for arts and culture. Our work is guided by the 2018 Greensboro Cultural Arts Plan commissioned and adopted by the City Council.

Creative Greensboro provides support for, ensures access to, and drives awareness of Greensboro's creative community. Through a range of programs, services, and partnerships, we support the development of a vibrant city.

## Goals:

- Provide sustained support for arts and culture by enhancing and expanding resources.
- Foster cultural equity and arts participation for all.
- Create a prosperous environment for artists and arts and cultural organizations.
- Support development of a vibrant city by raising awareness and enhancing visibility of the arts.

# About Creative Greensboro

Founded in 2019, Creative Greensboro is the City of Greensboro's office for arts and culture. Our work is guided by the 2018 Greensboro Cultural Arts Plan commissioned and adopted by the City Council.

Creative Greensboro provides support for, ensures access to, and drives awareness of Greensboro's creative community. Through a range of programs, services, and partnerships, we support the development of a vibrant city.

## Goals:

- Provide sustained support for arts and culture by enhancing and expanding resources.
- Foster cultural equity and arts participation for all.
- Create a prosperous environment for artists and arts and cultural organizations.
- Support development of a vibrant city by raising awareness and enhancing visibility of the arts.

# Meet Creative Greensboro



# 140+ Partnerships Strong

A Sign of the Times  
Africa Unplugged  
African American Atelier, Inc.  
Alexis Orgera  
Allegra Gicla  
Allegro Music Therapy  
Allen Beck  
Allison Bailey  
Allison Greiner  
Art Alliance of Greensboro  
ArtsGreensboro  
Bad Cameo  
Banna  
Beka Butts  
Bel Canto Company  
Beth Allen-Gardner  
Cameron Robinson  
Carey Sound AVL  
Casa Azul of Greensboro  
Center for Visual Artists  
Christian Anderson Davis  
Christy Wisuthseriwong  
Claire Clark  
Colin Cutler  
Community Theatre of Greensboro  
Dance Project, Inc.  
Darlene J. McClinton  
David Furr  
doby  
Donna Baldwin Brady  
Downtown Greensboro, Inc.  
Dudley Heights Neighborhood  
Eastern Music Festival  
Elena DeAngelis  
Eve Hubbard  
Gate City Divas

Gate City New Horizons Bands  
Glenwood Neighborhood  
Gloria Butler Graves  
Golden Flower Tai Chi  
Goodly Frame Theatre  
GreenHill Center for NC Art  
Greensboro Ballet Inc.  
Greensboro Community TV  
Greensboro Downtown Parks Inc.  
Greensboro Grasshoppers  
Greensboro Opera  
Greensboro Symphony Orchestra  
Greensboro Trombone Ensemble  
Greensboro Youth Council  
GSO Food Truck Festival  
Guilford County Schools  
Guilford Native American Association  
Gustavo Antoniacomi  
Harry Turfle  
iAlign Dance Company  
Jason Keith  
Jeffrey Carlson  
Jim Gallucci  
JMH Media  
Josephus Thompson III  
Josh Watson  
Junction 311 Endurance Sports  
Kathy Eaton  
Kay and Adriel  
Kemari Bryant  
Kendo Club  
Kennan Institute for the Arts  
Kerri Mubaarak  
Kevin Greene  
Kimberly Harper  
Kings Forest Neighborhood

Kirkwood Neighborhood  
Knights of Soul  
Lauren Light  
Lina Cykert  
Lorena Guillen  
Lorena Guillen Tango Ensemble  
Los Acoustic Guys  
Luci White  
Magnolia House Foundation Inc  
Maurice Hicks  
Miriam's Dance Academy  
Montagnard Dega Association Inc.  
Nadia Hassam  
NC A&T Athletics and University Police  
NIA Freestyle Dance Aerobics  
North Carolina Folk Festival  
Noteworthy Piano Services Inc.  
Office of Congresswoman Kathy Manning  
OFF'N RUNNING Inc. / Fleet Feet  
On Your Left! Marketing & Events  
Our Lady of Grace Catholic Church  
Pamela Haire  
Paper 2 Film  
Pastor Todd featuring St. Peter, The Rock, Inc. Ministry Choir  
Paula Damasceno  
Peter Schroth  
Peter Zlotnick  
Philip Marsh  
Pineburr Rd. Block Party  
Poetry Café  
Princess Johnson  
Raman Bhardwaj  
Randy Mintz  
Raven Dial-Stanley  
Reconsidered Goods Inc  
Riley Village HOA

Rissi Palmer  
Robert Jarrell  
Ron Harris  
Royal Expressions Ballet  
Sam Frazier  
Samantha Saake  
Scrapmettle Entertainment  
Shadowgrass  
Shared Radiance Performing Arts Company  
Sheila Star Productions  
Shihhan Seyfried  
Skyline Video Pros  
Sol Di Luna  
Stack Sports  
Sunny Gravely Foushee  
SunQueen Kelcey and the Soular Flares  
Sunset Hills Neighborhood  
Sweet Dreams  
synerG Young Professionals  
T. Dianne Bellamy Small  
TAB Arts Center Non-profit  
The Creative Dance Network LLC  
The Healing Force  
The Poetry Project  
The Pregnancy Network  
The Ultimate Junki  
The Yoga Mutt  
Tony and Katy  
Triad Pride Performing Arts  
Triad Ukelele  
Trivium Racing  
Victoria Carlin Milstein  
Village Hands Out of School Art Academy  
Welsh Kelley School of Irish Dance School  
West End Mambo  
Westerwood Neighborhood  
WGHS Poetry Club  
Wharton Street

# Partnerships at the Greensboro Cultural Center

**18** nonprofit resident organizations

**5 Galleries/Visual Arts:**

African American Atelier, Art Alliance of Gso, Center for Visual Artists, GreenHill, Guilford Native Gallery

**5 Music:**

Bel Canto Company, Eastern Music Festival, Gso Opera, Gso Symphony, NC Folk Festival

**2 Dance:**

Dance Project, Greensboro Ballet

**1 Theatre:**

Community Theatre of Greensboro\*

**5 Others:**

ArtsGreensboro, Casa Azul, Downtown Parks, Greensboro Youth Council, Gso Community TV



**400,000+** participant experiences

**\$847,568** in-kind rent

# Expanding Partnerships at the GCC



**Free/Low-Cost Space**

CAP

GROW

Residency @ the Hyers

VDPS (Coming Soon!)

Music Studios

**43** partnerships

**15** first-time

**15,000+** participant

experiences

# Expanding Partnerships at the GCC



# Community Partnerships – Special Events

- Special Event Permits:  
Charity Walks/Runs, Street Festival/Fairs,  
Athletic Events
- Neighborhood Block Party Permits
- Parade Permits
- Restaurant/Bar Expansion into Public ROW
- Protest/Rally/Demonstration Awareness





# Community Partnerships - Grants

## 2020-2021 Catalyzing Creativity Grant Recipients

**Casa Azul of Greensboro** \$5,634 - series of events with three local artists who highlight and advocate for the Latinx voice

**iAlign Dance Company** \$10,000 - an anti-bullying themed virtual dance showcase

**Montagnard Dega Association** \$8,500 - six-month program for young Montagnard artists, and an intergenerational celebration.

**Magnolia House Foundation Inc.** \$3,667 - virtual reality project, Magnolia House 1949-70s

**Reconsidered Goods** \$4,543 - creative reuse and recycling art program for immigrant and refugee families with children ages 5-13

**TAB Arts Center Nonprofit Inc.** \$8,500 - a functional Ancestral Sculpture Garden at East White Oak Community Center

**Royal Expressions Contemporary Ballet** \$5,976 - a Juneteenth weekend celebration that highlights Black arts and culture

**Josephus Thompson III** \$2,593 - the "The Freedom Slam" spoken word competition

**Kimberly Harper** \$5,984- storytelling through literature and textile art in the Black community

**Kemari Bryant**, \$4,603 – community education workshops about filmmaking and supporting the creation of a new film



TAB Arts Center Nonprofit project



Josephus Thompson III project



Montagnard Dega Association project

# Community Partnerships – Street Murals



“Black Lives Matter” mural on S Elm St, led by Leo Rucker & Rasheeda Shankle



“One Love” mural on N Davie St, led by Philip Marsh



“Say it Loud” mural on Lindsay Street, led by TAB Arts Center Nonprofit

# Community Partnerships – Neighborhood Residencies



Neighborhood Arts Residency Program



King's Forest Artist Team  
Sunny Gravely-Foushee, Schala Harper  
and Mary Ryan

Connecting Communities with Creativity  
Dudley Heights | Glenwood | Kings Forest

The graphic features a green background with a circular logo at the top right. Below the logo is the text 'Neighborhood Arts Residency Program'. To the left, there are two photographs: the top one shows a group of people sitting around a table outdoors, and the bottom one shows three women smiling. Below the photos is the text 'King's Forest Artist Team' followed by the names 'Sunny Gravely-Foushee, Schala Harper and Mary Ryan'. At the bottom, it says 'Connecting Communities with Creativity' and 'Dudley Heights | Glenwood | Kings Forest'.

Kings Forest Neighborhood

“Unity in the Community”  
A Dudley Heights Event



Neighborhood Arts Residency Program

Wednesday, July 28 @ 6 p.m.  
Barber Park Event Center

Come learn about arts activities coming up in Dudley Heights and give your input and Meet Darlene and her creative minds artist team



Dudley Heights Artist-in-Residence  
Darlene McClinton

Connecting Communities with Creativity  
Dudley Heights | Glenwood | Kings Forest

The graphic features a green background with a circular logo at the top right. Below the logo is the text 'Neighborhood Arts Residency Program'. To the left, there is a title '“Unity in the Community” A Dudley Heights Event' and the date and location 'Wednesday, July 28 @ 6 p.m. Barber Park Event Center'. Below that is a paragraph: 'Come learn about arts activities coming up in Dudley Heights and give your input and Meet Darlene and her creative minds artist team'. To the right is a photograph of Darlene McClinton wearing a hat. Below the photo is the text 'Dudley Heights Artist-in-Residence Darlene McClinton'. At the bottom, it says 'Connecting Communities with Creativity' and 'Dudley Heights | Glenwood | Kings Forest'.

Dudley Heights Neighborhood



Neighborhood Arts Residency Program



Glenwood Artist-in-Residence  
Harry Turfle

Connecting Communities with Creativity  
Dudley Heights | Glenwood | Kings Forest

The graphic features a green background with a circular logo at the top right. Below the logo is the text 'Neighborhood Arts Residency Program'. To the left, there are two photographs: the top one shows a man smiling and holding an orange, and the bottom one shows a child painting. To the right is a photograph of Harry Turfle. Below the photo is the text 'Glenwood Artist-in-Residence Harry Turfle'. At the bottom, it says 'Connecting Communities with Creativity' and 'Dudley Heights | Glenwood | Kings Forest'.

Glenwood Neighborhood

3 Neighborhoods - 3 Artist Teams - \$67,500 - 6 months  
Creative Solutions for Neighborhood Opportunities  
June – November, 2021

Neighborhood Development, Parks & Recreations, Libraries, Transportation

# Creative Greensboro Presents - Music



The Greensboro Concert Band

The Greensboro Big Band

**Music Ensemble Registration**

Now Open!

The Philharmonia of Greensboro

The Choral Society of Greensboro

Creative Greensboro

A promotional poster for music ensemble registration. It features a collage of images: a saxophone, a trumpet, a violin, and sheet music. The text is overlaid on these images, with 'Music Ensemble Registration' in a large, bold font. The Creative Greensboro logo is in the bottom right corner.



LORENA GUILLÉN  
TANGO ENSEMBLE

A collage of four photographs showing the Lorena Guillén Tango Ensemble performing. Top left: A man playing a piano. Top right: A man playing a guitar and a man playing a tango. Bottom left: A man playing a guitar. Bottom right: A woman singing into a microphone.



**MUSIC** for a  
Sunday Evening in the Park

**Opus**

# Creative Greensboro Presents - Drama



# Creative Greensboro Presents – Public Record



# On the Horizon

- Public Art projects
- American Recovery Plan support opportunities
- Arts & Economic Prosperity Study #6 (Collaboration w. ArtsGreensboro & High Point Arts Council)
- Comprehensive online resource for all things arts + culture in the region
- and more!

# Connect with us online!



Creative Greensboro









@CreativeGreensboro

[www.creativegreensboro.com](http://www.creativegreensboro.com)

...with sound  
gements of Argentine  
standards and original  
positions that create a  
ric tango and pan-Latin  
. The musicians in the  
each have rich and  
sive experience in  
tine tango, jazz, classical  
. and other world and  
ar music styles, all of which  
heard on their debut  
ling, *The Other Side of My*  
(available on Amazon,  
y and CD Baby). When  
musicians are not playing  
. they either chase total-  
clipses around the world  
(2017 and Argentina 2019)  
her in Lorena's kitchen to  
her famous and delicious  
inadas Argentinas."

[MORE POSTS](#)

## Explore Our Work

 Donate	 Sign Up for Our Newsletter
 Neighborhood Arts: Residency Program	 Cultural Center Partners & Programs
	

The \$15,000 grant helps fund the  
Creative Catalyst Fellowship.  
07/22/2021 10:17 AM

[MORE NEWS](#)





**GREENSBORO CULTURAL AFFAIRS COMMISSION**

**ARTICLE I. NAME AND PURPOSE**

**SECTION 1. NAME**

The name of the organization shall be Greensboro Cultural Affairs Commission (hereinafter referred to as Commission).

**SECTION 2. PURPOSE**

The Commission serves the City in an advisory capacity in the formulation of the Office of Arts & Culture budget and policy and in implementation of the City's Cultural Plan.

**ARTICLE II. FUNCTIONS OF THE COMMISSION**

**SECTION 1. DUTIES**

The commission has the following duties:

- To promote the work of the Office of Arts & Culture and serve as a liaison to the City Council regarding the work of the office, including an annual report to the City Council;
- To receive reports from the Office of Arts & Culture regarding development and outcomes of investment strategies and evaluation processes;
- To provide guidance and counsel to the Office of Arts & Culture staff focused on the strategic direction of the creative community and the work of the office;
- To make recommendations to the City Council on programs designed to promote the values and objectives of the Cultural Arts Plan;
- To hold such meetings as the Commission may deem necessary or proper to assist in carrying out its functions;
- To perform such other duties as may be assigned it from time to time by the City Council.

**SECTION 2. OTHER CONSIDERATIONS**

The Commission can make no expenditure or contract any indebtedness for which the City is liable without the approval of the Council. Members serve without compensation.

### SECTION 3. STAFFING AND SUPPORT

- A. Staffing and Support for the Commission shall be provided by the City's Chief Creative Economy Officer (CCEO) and such staff necessary to support the activities of the Commission and its strategic purposes. Staff are not members of the Commission. The Commission shall provide input to the CCEO and his/her designee in matters related to Commission staffing support.
- B. The staff shall make regular reports to the Commission and shall be responsible for convening and preparing materials for meetings as necessary to carry out the purpose of the Commission.
- C. Staff shall maintain official membership lists, attendance records, records of Commission actions, and minutes of public meetings and documents of the Commission and its committees.

## ARTICLE III. MEMBERSHIP

### SECTION 1. MEMBERSHIP REQUIREMENTS

- A. The Commission is composed of nine members, representative of City demographics. Members must be residents of the City.
- B. At least 51 percent of the members shall be representatives of the creative community. Creative community representatives must include at least one creative individual, one K-12 arts educator, one person directly affiliated with a nonprofit cultural organization with an annual budget of less than \$500,000, one person directly affiliated with a nonprofit cultural organization with an annual budget of more than \$500,000, and one representative from a college/university arts and culture program area. One of these members should be directly affiliated with a Greensboro Cultural Center tenant organization.
- C. Members not directly affiliated as a creative individual or arts and culture institution should be arts and culture patrons, members of the general public, and members of the business and professional community with a stated interest in the vibrancy of Greensboro's creative community.
- D. No organization which is a potential recipient of City arts support shall have on the Commission more than one person who serves on its board or staff.

## SECTION 2. APPOINTMENTS

Nominations for vacancies on the Commission shall be made by a nomination committee appointed by the Chair. The nominations will be submitted to the executive committee of the Commission for review, prior to submitting to the Mayor for appointment.

## SECTION 3. TERMS

Members shall serve for a term of three (3) years, with the possibility of reappointment for one additional three-year term, and they shall continue to serve until their successors are appointed and qualified. Any vacancy resulting from a cause other than expiration of term is filled only for the unexpired portion of the term. Members cannot succeed themselves after service of a second full term without an intervening period of one year, and appointment for more than half of the unexpired portion of a term is considered as appointment for a full term.

Members who are no longer actively involved in the work of their membership category and/or cease to be residents of the City of Greensboro may be required to resign from the Commission seat, but may continue to serve until the position is filled.

Members shall inform the Commission of any change in employment or other board service at which time it will be determined if the member is eligible to continue serving on the Commission.

## SECTION 4. RESIGNATION AND REMOVAL OF MEMBERS

Any member may resign by providing written or oral notice to the Commission Chair or the CCEO. A member may be deemed to have resigned from the Commission if he/she is absent from 50% of regularly scheduled meetings in the calendar year (January-December) for which attendance is reviewed. In the event of resignation due to excess absences, the CCEO shall act on behalf of the Commission to determine cause and provide such cause to the Commission for action.

A member may be removed from the Commission for cause if the member's conduct and actions in his/her capacity as member or personal/professional dealings is having or will have a detrimental effect on the ability of the Commission to conduct its business or be properly represented as a public body.

Procedures for removal by the Commission or CCEO:

- The Executive Committee shall discuss any request to remove a member in a meeting called for that purpose.
- The recommendation to remove must be voted on by the full Commission and requires a two-thirds affirmative vote at a regular or special meeting in which a quorum has been established.

- The member whose membership is being considered may be present to provide reasons why the Action should not be taken.
- The recommendation for removal shall be forwarded to the CCEO for approval.
- If the action to remove a member is initiated by the CCEO, then the member may present information to the CCEO prior to a final decision.

#### SECTION 5. ATTENDANCE

Appointees will be allowed 3 unexcused absences per rolling 12 month period (to coincide with term), after which the appointee will be subject to dismissal. The Mayor accepts responsibility for the appointment. If there is a problem with attendance or performance of the appointee, the Mayor shall be so informed and shall be responsible to take the necessary steps to remedy the situation.

Excused absences are granted by the Commission.

- After the first unexcused absence, the Chair will submit a written (email) notice to the member, cc: to the staff liaison.
- After the second unexcused absence, the Chair will submit a written notice (email) to the member, cc: to the staff liaison and the City Clerk. The City Clerk shall notify the Mayor.
- After the third unexcused absence; the Chair will submit a written (email) notice to the member, cc: to the staff liaison and the City Clerk. The City Clerk may issue a notice of removal letter from the Mayor's office upon the direction of the Mayor.
- Members are not removed from the Commission until the Mayor has named a replacement member.
- Additionally, the Mayor may remove a member for any other cause.

### **ARTICLE IV. OFFICERS AND THEIR DUTIES**

#### SECTION 1. OFFICERS

- A. The Officers of the Commission shall be the Chair and the Vice Chair.
- B. The Commission shall elect, by majority vote of the members present, its Chairperson and Vice Chairperson. Election shall occur during the last scheduled meeting prior to June 30 each year in which the term of an officer is to expire. The Chairperson may succeed themselves for a second one year term if so reelected.

#### SECTION 2. DUTIES OF OFFICERS

- A. The Chair shall represent the Commission, preside over regular and special meetings, chair the Executive Committee, prepare the agenda in consultation with the CCEO, appoint

Committees and Committee Chairs, and serve as signatory on official actions by the Commission.

- B. The Vice-Chair shall perform the duties of the Chair in the absence of the Chair, appoint the Commission nominating committee, serve as Chair of the nominating committee, if appropriate, and perform other duties as requested by the chair.

## ARTICLE V. MEETINGS

### SECTION 1. REGULAR MEETINGS

The Commission holds regular meetings monthly unless there is not sufficient business to warrant a meeting, but not more than ninety days shall expire without a regular or special meeting. Regular meetings will be scheduled for the second Monday of each month, from 5:30pm to 7:00pm at the Greensboro Cultural Center. When parliamentary procedures are not covered by these by-laws, Robert's Rule of Order, Revised, shall prevail.

### SECTION 2. SPECIAL MEETINGS

- A. Special meetings of the Commission may be called by the Chairperson. Notice shall be given verbally or in writing and delivered personally to each member or left at their residence not less than forty-eight hours prior to the time of the meeting; provided, that the minimum time period for notice to a member may be waived by such member if he/she is present at the special meeting.
- B. The Commission must also cause written notice of the special meeting, stating its general purpose, to be posted at the door of its meeting place, to be mailed or delivered to each news media, and/or person(s) who has filed a request for notice with the City Clerk's Office, at least forty-eight hours before the special meeting. All regular and special meetings are held in the Greensboro Cultural Center except when adjourned to another location. All meetings are open to the public. Five members constitute a quorum, and the concurrence of at least five members is required for any official action.

## ARTICLE VI. COMMITTEES

Some functions of the Commission shall be carried out through a committee process.

The Chairperson shall appoint members of the Commission to a committee and designate a Chairperson of the committee. Standing committees of the Commission shall include the:

- A. Executive Committee: chaired by the Commission Chair, and including the Commission Vice-Chair, and one at large Commission member. The primary responsibility of the Executive

Committee will be to liaise with staff on time sensitive matters that arise between meetings of the Commission.

- B. Nominating Committee: with a primary responsibility of sourcing qualified candidates to fill vacancies on the Commission as they arise.
- C. Impact & Investment Strategies Committee: with a primary responsibility of providing strategic support on the development of City supported new or revised investment (significant in-kind or cash) strategies and methods for evaluating and communicating the impact of these efforts. Committee members may be asked to chair grant or other application-based review panels.
- D. Creative Placemaking Committee: with a primary responsibility of providing strategic support on the development of best practices for Public Art and Creative Placemaking for the City. Committee members may be asked to chair project based review panels.

The Commission Chair may also appoint ad-hoc committees to facilitate activities and/or functions unique to time, place, and opportunity such as a Dedicated Revenue Models Committee, a Cultural District Development Committee, and others.

Committees of the Commission may have non-Commission member participation when the committee Chair deems such expertise or affiliation appropriate. Non-Commission members may vote on matters under consideration, at the Committee level. When an affiliation with any organization represents or may be perceived as a conflict of interest, the non-Commission member shall abstain from any discussion or vote taken on the matter. When necessary, the Committee Chair shall make the determination as to appropriateness of the non-Commission member voting.

#### **ARTICLE VII: CONFLICTS OF INTEREST**

No Commission member shall engage in any activity, including participation in the selection, award, or administration of grant funding or significant in-kind support by the Office of Art & Culture if a conflict of interest, real or apparent would be involved. Such a conflict would arise when:

- (i) The individual,
- (ii) any member of the individual 's immediate family,
- (iii) the individual's partner,
- (iv) an organization which employs, or is about to employ any of the above, or
- (v) an organization which the individual directly represents has a financial interest in the firm or organization being selected for the award or support.

A Commission member shall not cast a vote on, or participate in, any decision making capacity on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member.

Any member with a potential or actual conflict of interest shall comply with requirements for public disclosure and recusal.