



MSAC Executive Committee

MEETING MINUTES (Approved Electronically 070319)

June 25, 2019

11:00 a.m.

175 W Ostend Street, Suite E | Baltimore, MD 21230

The Executive Committee shall have general supervision of the affairs of the Council, make recommendations to the Council, and shall perform other duties as specified...

In Attendance: Jack Rasmussen, Shelley Morhaim, Julie Madden, Carole Alexander, Carla DuPree

- 11:00 Call to Order
- 11:00 Strategic Planning - Implementation Plan
Appoint board members to Regional Arts Institutes and assign an alternate. Send dates as soon as possible. Speak to Kelly Barsdate about hiring a metrics consultant.
- 11:15 Executive Director Report
Staffing Update:
https://docs.google.com/presentation/d/1YFIIRkKkqhDTgwsR0hmuDY2epFFTWOGUGZKbQiwzCNS/edit#slide=id.g5bef7c391b_0_0
The executive committee would like to meet quarterly with the Secretary of Commerce (Ken will arrange the first meeting), and will submit a quarterly report to Governor, President and Speaker (Jack, Carole, Shelley). The purpose is to strengthen lines of communication.
- 11:30 Committee Structure



Executive Committee

Recommendation:

- Appoint someone from the Ex Com as lead for program, planning and evaluation.
- Expand executive committee to include Senate and President appointees.

Above recommendations require a Full Council vote in September.

Program Performance and Evaluation Committee

Recommendation:

- The Governance Committee will clarify the purpose.
- 2nd year Councilors serve on the PPE committee.
- The PPE Committee acts as a subcommittee of the Executive Committee.

Above recommendations require a Full Council vote in September.

- Sequence for New Initiatives:
 1. Staff conceives and presents to Executive Committee
 2. The Executive Committee determines if the initiative is ready for approval or not.
 3. If it is ready for approval, it is presented to the Full Council for a vote, by staff and board chair.
 4. If the initiative needs additional clarification, it is sent to the PPE Committee.
 5. The PPE committee works with the staff to analyze and clarify the initiative.
 6. The clarified initiatives returns to the Executive committee.
 7. The Executive Committee approves.
 8. The initiative goes to the Attorney General.



9. Executive Committee informs the full Council of the details of the new initiative prior to the meeting.
10. A full board vote is taken.

Grants Committee

Recommendation:

- Rename Grants for Organizations Committee to clarify the purpose.
Above recommendations require a Full Council vote in September.

Governance Committee

Recommendation:

- Create a Governance Committee:
*The **purpose** of the **Governance Committee** is to enhance the engagement and participation of Council members, and to ensure the effective operation of the lay leadership structure.*
Above recommendations require a Full Council vote in September.

Actions:

- Appoint John Schratweiser as Chair
- Finalize By Laws
- Create a procedure for board engagement that includes Field Work/Ambassador/Speaking Opportunities
- Review Board Orientation

New Councilors

Ken and Steven have one-on-ones
Last Wednesday in August (new councilors attend training and staff meeting).

Mentors:

Carole/Julie - John
Shelley - Benny
Jack - Sumita



Recommendations:

- Revise language for eligibility, covering out of state expenses, and what is meant by “independent artist.”
Staff will update and re-share.

12:15 By Laws Revisions
Include Committee Restructure (Above)

12:35 New Business
Recommendations:

- Replace Frederick Regional Arts Institute with Montgomery County (Black Rock).
Staff will update.

12:30 Adjourn

**Note - portions of this meeting may be conducted in closed session per Maryland Code, General Provisions, § 3-305*