

Cultural Arts & Marketing Division – Cultural Funding Program  
**FUNDING ADVISORY COMMITTEE**  
**Meeting Minutes**  
Wednesday, October 14, 2009 5:30 – 7:30 PM  
Oakland City Hall, Hearing Room 2  
(One Frank Ogawa Plaza, 1<sup>st</sup> Floor)

**1. Call to Order/ Determination of Quorum**

A Meeting of the Funding Advisory Committee was held in City Hall, Hearing Room 2, located at One Frank Ogawa Plaza, 1<sup>st</sup> Floor, Oakland, CA 94612. The meeting convened at 5:50 p.m. A quorum was established. Jenny Louie Chaired the meeting.

**Present:** Jenny Louie, Nives Wetzel de Cediell, Marc Vogl, Lori Zook and Brian Vejby (Cultural Affairs Commission liaisons)  
**Absent:** Khan Wong (excused) Lynn Rogers, Shalonda Ingram  
**Staff:** Kathy Littles (Cultural Funding Coordinator)

**2. Open Forum**

There were no speakers for Open Forum.

**3. Oral Reports from Chair and Staff**

Cultural Funding Program Coordinator Kathy Littles reported that 2010-2011 grant applications are available at [www.oaklandculturalarts.com](http://www.oaklandculturalarts.com). The California Cultural Data Project requirement will be mandatory for all Organization Project and Organizational Assistance applicants. Two workshops will be conducted per grant category at City Hall in the Fall. At least one member from the Funding Advisory Committee should be present on each panel. Lori Zook volunteered to serve on the Art in the Schools panel, Jenny Louie volunteered to serve on Organization Project. Marc Vogl previously volunteered to serve on the Organizational Assistance panel.

**4. Action Item** – Approval of July 8, 2009 Regular Meeting Minutes

No action was made due to lack of a quorum.

**5. Action Item** – Approval of September 17, 2009 Regular Meeting Minutes

No action was made due to lack of a quorum.

**6. Discussion and Action Item** – Review of Cultural Funding Program grant allocation formula

Members expressed that the use of the average score during the deliberation stage of Review Panels should be omitted. A new ranking system was proposed: (1) Panelists are to determine natural scoring breaks on their own (2) Panelists are to implement cuts based on scoring groupings (3) Cuts (in 5% increments) are not to be applied across the board but to each tier independently. One tier may have a 10% cut and another tier a 5% cut.

No action was made due to lack of a quorum.

7. **Discussion and Action Item** – Review of Cultural Funding Project Extension Policy  
Grantees that have exhausted all project extensions are now required to submit a letter of appeal to the Cultural Affairs Commission within 60 days of final extension deadline.  
No action was made due to lack of a quorum.

8. **Discussion and Action Item** – Nomination of Co-chair Khan Wong  
This discussion and action was moved to the January 2010 meeting.

9. **Agenda Building** – Goals for 2010-2011  
Attain new members, 2010 Grant Writing Symposium, Fiscal Sponsor list and geographical requirement

10. **Announcements** – Next FAC meeting – April 7, 2010  
Meeting was adjourned at 7:00 p.m.