

Minutes

Thursday, January 16, 2020

Burgoyne Room, St. Catharines Museum

4:00 – 5:30 p.m.

Members

David DeRocco, Justus Düntsch, Don Evans, Suzie Melville, Sandy Middleton

Regrets: Karissa Fast

Staff Liaison:

Ashley Judd-Rifkin

1. Welcome

2. Acceptance of Agenda for January 16, 2020

Agenda looks good. It was noted acceptance of minutes should be added – it was added as item #3 with all following agenda items shifting one number.

3. Acceptance of Minutes from October 8, 2019

All were in favour – carried.

4. CDAP Evaluation Tool

a. Discussion and Approval

Staff presented the updated Evaluation tool for 2020. Discussion followed around the scoring system and making it more precise. The committee agreed some changes could still be made to the tool to clarify the language. It was decided that committee members would make suggestions to staff, who would incorporate these changes and forward the committee a revised document via email. D. DeRocco will then bring the document to ACAC's February meeting for approval.

Evaluation tools for the Core and Midsized Sustaining Programs, as well as the Arts Development and Culture Builds Community Programs will be sent to the SCCIP Subcommittee via email in early February, for discussion and approval at the next meeting.

5. Budget for 2020

- a. Total amount approved for 2020

Council has increased the SCCIP budget to \$400,000 for 2020 – great news!

- b. Discussion of funding breakdown among programs

A proposed 2020 budget was presented to the committee outlining the total available funding for all 2020 application intakes. The committee discussed the budget and proposed funding pots of roughly 85% for Sustaining and 15% for Development Programs. This is the same percentage breakdown as 2019.

6. Deadline Dates for 2020

- a. Discussion of program deadline dates, timelines – Staff presented SCCIP deadline dates, along with potential Review Committee, ACAC and Council approval dates. Some discussion followed around timing of Council approvals and work-back dates.

7. SCCIP Review Committee Personnel

The Committee discussed who was interested in being on which Review Committee as well as which members of the local arts community could be approached to be reviewers.

- a. Recommendations for ACAC – *deferred*

It was decided that recommendations would be discussed at the February meeting and brought to ACAC in March for approval.

8. Other Business

None

9. Next Meeting – TBD

Another Subcommittee meeting will be needed in February to approve evaluation tools for the remaining programs and review committee recommendations. The committee agreed on **Tuesday, February 25** at 5:30 p.m. – pending confirmation via email.

Attachments:

- 1) CDAP Evaluation Tool
- 2) SCCIP Budget for 2020 (Caps & Pots)
- 3) SCCIP 2020 Timeline
- 4) 2020 Timeline chart (broken down per committee)