Community Arts Advisory Committee

Meeting #4
September 19, 2019 | 6:30 – 8:30 p.m.
3700 South Four Mile Run Drive
agenda

INTRODUCTIONS – 5 minutes
• Welcome
• Review Agenda

LEVEL SETTING – 20 minutes
• Ground Rules, Expectations & Responsibilities
• Review of Project Scope & Work Plan
• *Enriching Lives* Implementation Update

MOVING FORWARD – 90 minutes
• Ideas Generated by Subcommittees
  o Review of ideas
  o Initial reactions

WRAP-UP & NEXT STEPS – 5 minutes
introductions

welcome

review of agenda
level setting

ground rules, expectations & responsibilities
review of project scope & work plan
enriching lives implementation update
ground rules & working agreements

• Listen to each other
• Participate fully
• Respect and share air time
• Be brief – share air time
• Assume positive intent
• One person talks at a time – signal intent to speak (using name tents)

expectations & responsibilities

• Think creatively
• Remain positive and forward looking
• Speak for yourself, not on behalf of others
• Differences of opinion are natural and useful

Agreements create a safe space for dialogue, critical conversation and decision-making, while aiming to create equity of voice for this work.

from consensus prime – decision making
project scope

1. catalogue public and private arts services in arlington and the region to include audio-visual services, costumes and scenery construction;

2. develop and analyze alternative management and service delivery proposals and funding sources for scenic studio, costumelab and mobile stage operations including a proposed transition for future operations;

3. evaluate and propose public-private partnerships for audio-visual services, costumes and scenery construction;

4. develop a new scheduling process for joint-use theater space in partnership with arlington public schools.
work plan

July 15
first meeting #1 of CAAC

July, August, September, October

review & discussion of research methods; establish descriptors; develop review criteria

Initial scenario building and evaluation

Initial scenario analysis; pros & cons; key questions

final scenarios analysis & actionable items

October 15
final draft recommendations & actionable items

October 31
final recommendations to county manager
enriching lives
implementation
moving forward

ideas discussion - handout
the next phase: detailed building out

Building out the remaining ideas, using operational factors like:

▪ User numbers and frequency and proportion of use
▪ Critical processes (e.g. marketing, outreach, admin. planning, negotiation, contract management)
▪ Staffing responsibilities and roles; number of FTE
▪ Other main costs (e.g. equipment, maintenance)
▪ Funding streams
▪ County support required other than $
▪ Impact in the Arlington community
the next phase: detailed evaluation

User Evaluation Criteria:

- Efficiency:
- Equity of access:
- Quality of facility/service:
- Overall effectiveness:
- Cost Sharing:
- Community Impact:
- Risk:
- Program sustainability:
- Financial sustainability:
- Affordability:

County Evaluation Criteria:

- Net tax support: reduced
- Staffing: reduced
- Equity: neutral
- Accessibility: neutral
- Community impact: neutral
- Liability/Risk: increased
wrap up & next steps

- continued discussion
- sub-committee work
  - schedule time for work & check-in times
  - the “next phase” work
- next meeting: October 10 @ 6:30 pm