

I AM CREATIVITY

NEW IAM Creativity Grant to support individual artists
launched in FY24



HOWARD COUNTY ARTS
COUNCIL
ANNUAL REPORT to the
HOWARD COUNTY COUNCIL
FY2024



November 15, 2024

The Honorable Deb Jung, Chair
Howard County Council
3430 Court House Drive
Ellicott City, MD 21043

Dear Chairwoman Jung,

On behalf of the Howard County Arts Council, it is my pleasure to submit our final report detailing Arts Council activities for the fiscal year ending June 30, 2024.

In fiscal year 2023-24, the Arts Council implemented a number of programs and services, which are highlighted below:

GRANT ADMINISTRATION

The administration of grant programs is one of the Arts Council's most important responsibilities. In FY24, the Arts Council administered 7 grant programs funded through County funds:

- 1) Community Arts Development (CAD)
Awarded \$380,170 in CAD operating and project grants to 24 Howard County organizations. Operating grants are awarded to Howard County arts organizations for on-going day-to-day activities related to presenting and producing public programs. Project grants are reserved primarily for small or newly formed arts groups as well as non-arts groups that wish to conduct a project or one-time arts activity.
- 2) Artists-in-Education (AiE)
A grant program to support local PTAs and private schools to place professional teaching artists in Howard County K-12 schools for periods of one day up to several weeks. Grants are designed to encourage both hands-on activities in the arts and cross-curricular connections between the arts and other academic disciplines. Awarded \$36,401 to 13 PTAs.
- 3) Baltimore City Arts & Cultural Organizations
Operating grants to support key Baltimore City arts and cultural organizations that provide significant services to Howard County citizens; \$167,800 was awarded to 11 organizations.
- 4) Outreach Howard
This grant program was established to encourage recipients of the Baltimore City Arts & Culture grants to extend the reach of their programs directly to Howard County residents by partnering with a local group(s) to produce arts and /or cultural activities IN Howard County; \$42,100 was awarded to 6 organizations.

OFFICERS

President
Adam Stull
SECU

Vice President
Andrea Magers
State Farm Insurance

Secretary
Muriel G. Mitchell
Community Liaison

Treasurer
Ryan Rager
W&T Bank

DIRECTORS

Katrina Caldwell, PhD
Johns Hopkins University

Khensani Carter
Tenable

Michelle Dunn
Community Liaison

Ricardo Flores
Johns Hopkins Medicine
Howard County Medical Center

Rénee Lennon
Heuberger Berman Private Wealth

Brian Liu
Washington Adventist University & Musician

Darlene Richeson
IvaZe Global Solutions, LLC

Nicole Scarborough
E-sport Import Bank

Casey Simpson
Autodesk

Debra Stepp
Community Liaison

Sablina Taj
Brattmeyer Foundation

LEGAL COUNSEL

Jeff Agnor
Davis, Agnor, Rapaport & Skalny, LLC

STAFF

Executive Director

Coleen West

Deputy Director

Mary K. Baxter

Development Director

Stephanie Schuster

Communications Manager

Kimberly Davis

Exhibits & Programs Manager

elli maria hernandez

Development & Community

Engagement Coordinator

Mira Lamson Klein

Education & Programs

Coordinator

Miles Warren

Grants & Special Projects

Coordinator

Dana Whipkey

Visitor & Facilities Services

Coordinator

Colin Quinn

Administrative Assistant

Kennedy Trusty

Building Attendants

Mark Becker

Derek Brown

Michelle Grazio

Jake Scarbath

5) Creative Howard

Mini grants to support small arts organizations and arts businesses (budgets under \$100,000) that do not participate in other HCAC grants programs to assist with delivering public programs. One \$2,500 grant was awarded.

6) ARTsites

Provides grants to individual artists to place 12 sculptures on loan for one year at sites in Howard County; \$36,000 was awarded to 11 artists.

7) Jim Rouse Theatre Subsidy Program

Subsidizes up to half of The Jim Rouse Theatre for Performing Arts rental fee for local non-profit arts organizations; awarded \$18,592 in JRT subsidies to 5 organizations.

In addition to these grant programs, the Arts Council awarded funds to individuals through our Arts Scholarship Program, Rising Star Award, and Mark Ryder Original Choreography Grant. We also launched IAM Creativity, a new grant program that supports the work of individual artists. Over the next 4 years, we will award one \$5,000 and three \$1,000 grant awards in two disciplines each year. In FY24, we accepted applications in the Visual Arts and Dance disciplines. In the coming years, we will accept applications in Film/New Media/Video, Poetry/Literature, Music/Music Composition, Theatre/Musical Theatre, and Traditional/Folk Arts.

HOWARD COUNTY CENTER FOR THE ARTS

In addition to re-granting public funds to the arts, the Arts Council operates the Howard County Center for the Arts, a 32,000 sq.ft. multi-purpose creative space in order to develop and maintain a vital arts community and to provide a wide variety of arts engagement opportunities for citizens of Howard County. At the Center, the Arts Council provides affordable studio space to professional artists and office space for arts organizations. In FY24, the Center was home to 14 visual artists and 3 arts organizations (full capacity), the black box theatre had 248 bookings, the dance studio had 367 bookings, classrooms had 554 bookings; total attendance at the Center was 30,300 (which is 80% of pre-COVID attendance), and an estimated 3,650 artists and 2,345 children benefited from Center and outreach programs.

SPECIAL PROJECTS

The Arts Council is devoted to fostering local community arts, reaching out to new audiences, and ensuring that the arts are accessible to all Howard County residents. Special projects and outreach programs are developed to appeal to artists and educators, as well as, general audiences and special populations. Highlights of the Arts Council's FY23 special projects are described below:

ARTsites

To activate community spaces and to make art more accessible to the public, the Arts Council partnered with 12 sites to bring the visual arts outside of our gallery walls and place art at locations throughout the County including Glenwood, Laurel, Ellicott City and Columbia.

Celebration of the Arts

The *Celebration*, including its popular Rising Star competition, returned to an in-person event held at HCC's Horowitz Center. Over 400 supporters attended.

The Howie Awards

Each year, the Arts Council recognizes individuals and businesses for their significant contributions to the arts in Howard County. This year's Howie award recipients were Lee Andersen (Outstanding Artist), Rebecca Elpus, Choral Instructor, Burleigh Manor Middle School (Outstanding Arts Educator), Malynda and Rich Madzel (Outstanding Community Supporter of the Arts), and Frank J. Owens, Director of Bands, Centennial Lane Elementary School (Legacy in the Arts).

Head START in ART

Head START in ART is an artist-in-education program that provides children enrolled in the Ellicott City (ECHSC) Head Start Center with hands-on creative experiences led by professional teaching artists in the classroom over multi-day residencies. For FY24, the Arts Council placed artist, folk musician Slim Harrison for two weeks with 80 ECHSC students. The residency culminated in a final performance for Head Start participants on the last day of the residency, during which the children performed a dance routine they choreographed and played various songs with the instruments they made.

Long Reach Artist Studios

The Arts Council partnered with Howard County Government to provide affordable studios for 14 artists as part of the Long Reach Rising initiative.

Paint It Ellicott City

In June, HCAC partnered with Visit Howard County to host the popular four-day en plein air paint-out event, Paint It! Ellicott City. 27 artists were selected to participate by juror Abigail Faye McBride. The juried artists were joined by additional artists and students from the community who set up their easels to paint the town. On June 12, an in-person reception and awards ceremony was held at the Center for the Arts; a total of \$10,850.00 in awards were given. Visit Howard County, hosted a reception on June 20 and displayed 42 open paint artists' work.

Scholarships

A total of \$15,000 in scholarships was awarded to 14 college-bound Howard County high school seniors to continue their education in the arts.

Rising Star Professional Development Award

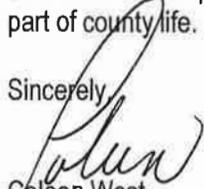
The Rising Star Emerging Performing Artist Competition is modeled after hit television series competitions, such as *American Idol* and *The Voice*, with finalists performing in front of a live audience and the audience selecting the winner. In this case, finalists are selected through a discipline-based audition process and the award recipient is selected through a written ballot process at the *Celebration of the Arts in Howard County* gala.

The winner of the competition receives a \$5,000 professional development award to further their career. The 2023 (FY24) competition featured: Yunah Kwon, Oboe; Ching-Yi Lin, Piano; Ada Satterfield, Classical Voice; David Singleton, Dance; Jaylin Smith, Musical Theatre; Teelin 4, Dance; Öznur Tülüoğlu, Classical Voice; Angela Faith Whitaker, Musical Theatre; Marina Yiannouris, Musical Theatre. The winner of the Rising Star competition was Ching-Yi Lin, Piano.

More information regarding the Arts Council's activities is included in the report. Should you have any questions or need further information call me at 410.313. ARTS (2787).

In closing, I would like to take this opportunity to thank Howard County and the County Council for their continued support of the arts in our community and for believing that the arts are an important part of county life.

Sincerely,



Coleen West
Executive Director

cc: Dr. Calvin Ball, County Executive
Craig Glendenning, County Auditor
Norm Schnobrich Budget Analyst
Dawn Tinker, Administrative Analyst
Emily Iacchei, Chief, Real Estate Services Division



**HOWARD COUNTY ARTS COUNCIL
ANNUAL REPORT TO THE HOWARD COUNTY COUNCIL
FISCAL YEAR 2024**

**HOWARD COUNTY ARTS COUNCIL
ANNUAL REPORT TO THE HOWARD COUNTY COUNCIL
FISCAL YEAR 2024**

List of Attachments

- I. **FY24 Howard County CSP Grant Agreement with Howard County Arts Council**
- II. **FY24 Howard County Arts Council CSP Request for Disbursement of Funds**
- III. **FY24 Howard County Center for the Arts Attendance**
- IV. **Howard County Arts Council Board Minutes Approving FY24 Grant Awards**
- V. **FY24 AiE Grant Awards Documentation for Programs Supported with County Re-Grant Funds**
- VI. **FY24 Baltimore City Grant Awards Documentation for Programs Supported with County Re-Grant Funds**
- VII. **FY24 Howard County Community Arts Development (CAD) Grant Awards Documentation for Programs Supported with County Re-Grant Funds**
- VIII. **FY24 Howard County CAD-Other Grant Awards Documentation Supported with County Re-Grant Funds**
- IX. **FY24 Outreach Howard Grants Awards Documentation Supported with County Re-Grant Funds**
- X. **FY24 ARTsites Program Documentation Supported with County Re-Grant Funds**
- XI. **FY24 Designated Grant to the Merriweather Arts and Culture Center**
- XII. **FY24 Howard County PAYGO Grant Agreement Designated to the Howard County Poet Laureate Program**
- XIII. **STATUS: FY23 Howard County PAYGO Grant Funds Designated to the Howard County Arts and Cultural Plan**
- XIV. **STATUS: FY22 PAYGO Funds Designated to ARTreach Festival at Long Reach**
- XV. **STATUS: FY20 PAYGO Funds Designated to Downtown Columbia Arts Merger and Facilitation**
- XVI. **STATUS: FY15 Operating Funds Designated to Long Reach Arts Programming**
- XVII. **STATUS: FY15 PAYGO Funds Designated to Website Development**
- XVIII. **FY24 Howard County Arts Council Audited Statement - Jones, Maresca & McElwaney, PA - Draft**

**HOWARD COUNTY and HOWARD COUNTY ARTS COUNCIL
CSP GRANT AGREEMENT – FY 2024**



Howard County
Internal Memorandum

SUBJECT: Howard County Arts Council, Inc., FY24 Grant Agreement

TO: Calvin Ball
County Executive

Brandee Ganz
Chief Administrative Officer

Gary W. Kuc
County Solicitor

Rafiu Ighile
Director of Finance

FROM: Dawn Tinker
Administrative Analyst

DATE: July 19, 2023

- **Date Submitted:** January 18, 2023
- **Who is making the request:** Felix Facchine
- **Dollar value for approval:** \$1,191,00.00
- **Term of the Agreement:** The Grant Agreement is effective from July 1, 2023 to June 30, 2024.
- **Parties to the Agreement:** Howard County Arts Council, Inc., and Howard County Government
- **What the Agreement Requires the County to Do:** Provide \$1,191,00.00 in grant funds.
- **What the Agreement Requires the Contractor to Do:**
 - General Operating
 - Program and Services Funding
 - Re-grant Community Arts Grants
 - Re-grant Arts Development Public Art
 - Re-grant Artist- in- Education Grants
 - Re-grant Baltimore City Arts & Culture Grants
 - Re-grant Baltimore City Arts & Culture Out-Reach Howard Grants
- **Are there any provisions that are different from the County's Standard Contractual Terms?** No
- **Whom to call with questions:** Dawn Tinker, (410) 313-2171
- **Any additional information that you deem important to note:**

GRANT AGREEMENT

THIS GRANT AGREEMENT (this "Agreement") is entered this _____ day of _____, 2023, by and between **HOWARD COUNTY, MARYLAND**, a body corporate and politic of the State of Maryland (the "County") and **THE HOWARD COUNTY ARTS COUNCIL, INC.**, a Maryland nonprofit corporation (the "Grantee").

RECITALS

- A. Pursuant to the authority granted in Subtitle 8 of Title 12 of the Howard County Code, (the "Code"), Howard Arts United, Inc., by Resolution 62-1984, was recognized as the permanent Howard County Arts Council, Inc.
- B. On October 5, 1987, the County Council, by Resolution 105-1987, approved the change of the corporation's name from Howard Arts United, Inc. to The Howard County Arts Council, Inc.
- C. Pursuant to Section 12.805 of the Code, the County may provide grant funds to the Grantee.
- D. Grantee may be designated to forward grants on behalf of the County to Arts programs and cultural activities in Baltimore City which serve County residents, as set forth in Section 12.806(b) of the Code.
- E. On April 16, 1985, Grantee submitted to the County Council a revised Report of Grants Committee ("Grants Report") which established the procedures and the criteria to be used by Grantee to award grants and which incorporated certain changes requested by the County Council. The Grantee filed their annual report in November 2018 to the County Council, County Auditor, and County Administration.
- F. The Grantee is a non-profit entity that serves the citizens of Howard County by fostering the arts. The Grantee nurtures local artist and arts organizations, furthering the public's appreciation of the arts, and ensuring that arts are accessible regardless of age, ability or economic status.
- F. By authority of the Annual Budget and Appropriation Ordinance for Fiscal Year 2023-2024 (FY 2024), the County wishes to provide, and the Grantee accepts the grant funds subject to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the premises and the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the Grantee agree as follows:

I. TERM OF AGREEMENT

This Agreement shall become effective upon the date first written above. Unless sooner terminated pursuant to Section X of this Agreement, this Agreement shall remain in effect through June 30, 2024 (Fiscal Year 2024).

II. GRANT AMOUNT

The County agrees to provide the Grantee with funds for Fiscal Year 2023 in an amount not to exceed amount One Million One Hundred and Ninety One Thousand Dollars (\$1,191,000) (the "Grant").

III. USE OF GRANT FUNDS

The Grantee will use the requested funds to support their mission of serving and enriching the community by fostering the arts, artists, and arts organizations. The grantee will use funding for ongoing administrative functions to operate the Arts Council., to administer ongoing programs, to serve as a resource for the arts, and to operate the Howard County Center for the Arts in Ellicott City.

IV. DISBURSEMENTS

- A. General. The County shall disburse the grant award in two equal payments, subject to the continued compliance by the Grantee with all the terms and conditions of this Agreement.
- B. Submission of Request for Grant Funds. Grantee shall submit a Request for Grant Funds (RGF), along with this signed Agreement, to the Chief Administrative Officer at the address set forth herein, or any other place designated by the County. The RGF shall identify the grant cycle or cycles in which the funds will be disbursed and, for Grantee's operating expenses, shall identify which of the two semi-annual periods are covered by the invoice: July 1 – December 31, or January 1 – June 30. Grantee may request one-half of the approved grant award for the initial payment. A second RGF shall be submitted for the second half of FY 2024.
- C. Delay or Suspension of Disbursement. Grant funds, after the first payment, will not be disbursed prior to receipt of any required reports. The Grantee's failure to comply with a provision of this Agreement, including the failure to submit a report required under Section V of this Agreement, may result in the delay or suspension of disbursements of Grant funds.
- D. Disbursements to Grantee. All disbursements are to be made directly from the County to the Grantee.

V. REPORT

Grantee shall provide the County with an annual program report on Grantee's use of the grant and send copies to the County Executive and the County Council, on or before December 1, 2024.

VI. RECORDS

A. Records to be maintained. For a period of three (3) years, the Grantee shall maintain sufficient records to enable the County to determine whether the Grantee has met the requirements of this Agreement. This Section VI shall continue to survive and be enforceable following termination of this Agreement.

VII. MONITORING

For the purposes of monitoring this Agreement and determining whether Grantee is complying with this Agreement, the County shall have access to and the right to examine any books, accounts, and/or records of Grantee.

VIII. DISPUTES

If during the term of this Agreement, any dispute arises between the parties relating to the performance of this Agreement, each party shall make a reasonable effort to resolve such dispute by mutual negotiation, adjustment and compromise. Under no circumstance, however, shall the authorized budgetary appropriation for the Grant be exceeded.

Any dispute concerning a question of fact arising under this Agreement, which is not disposed of by mutual consent, shall be decided by the County's Chief Administrative Officer. Pending final decision of the dispute hereunder, the Grantee shall proceed diligently with the activities set forth in this Agreement.

IX. WAIVERS

The failure of the parties to enforce at any time the provisions of this Agreement, or to exercise any option which may be provided herein, shall in no way be construed as a waiver of such provisions nor in any way affect the validity of this Agreement or any part thereof or the right of the parties to enforce thereafter each provision.

X. TERMINATION

- A. By the Grantee. This Agreement may be terminated by the Grantee upon at least thirty (30) days' written notification to the County. The Grantee's written notice shall set forth reasons for the termination, the effective date of termination and, in the case of a partial termination, the portion to be terminated. If, in the case of a partial termination, the County determines that the remaining Grant funds will not accomplish the purposes for which the Grant was made, the County may terminate the Agreement in its entirety.
- B. By the County. This Agreement may be terminated by the County upon at least 30 days' written notice to the Grantee, for any of the following reasons:
 - 1. Default. For default, as defined in Section XI of this Agreement
 - 2. Failure to Maintain Insurance. If the Grantee fails to maintain in effect the insurance policy required by Section XIV of this Agreement or fails to provide the County with evidence of the insurance.

3. Best Interest of the County. If the County determines that termination is in the best interest of the County.

XI. DEFAULT, REPAYMENT AND REMEDIES

- A. Default. A default shall consist of (i) any use of Grant funds for any purpose other than authorized by this Agreement; or (ii) any material breach of any covenant, agreement, provision, representation or warranty of the Grantee which was made in this Agreement.
- B. Suspension. Upon the occurrence of any default, the County may immediately suspend the Grantee's authority to receive any Grant funds at any time by notice to the Grantee.
- C. Withholding of Further Grants. If a default occurs, the County may withhold further awards of Grant funds to the Grantee pending correction of the deficiency.
- D. Notice and Cure. If a default occurs, the County shall provide written notice to the Grantee to cure the default, and the Grantee shall have thirty (30) days from the date the County's notice was postmarked to cure the default. After the conclusion of the 30-day period, if the Grantee has not cured the default to the satisfaction of the County, the County may terminate this Agreement.
- E. Termination. In the event of termination:
 - (1) The Grantee's authority to request a disbursement shall cease and the Grantee shall have no right, title or interest in or to any of the Grant funds not disbursed; and
 - (2) The County may immediately demand repayment of all or a portion of the Grant funds which have been disbursed; and
 - (3) The County's remedies of withholding disbursement and of obtaining repayment as described in paragraphs (1) and (2) above may be exercised contemporaneously with remedies pursuant to Section F below, and all such rights shall survive any termination of this Agreement.
- F. Other Remedies. If a default occurs, the County may at any time proceed to protect and enforce all rights available to the County, by suit in equity, action at law, or by any other appropriate proceedings, which rights and remedies shall survive the termination of this Agreement.

XII. GRANTEE'S CERTIFICATIONS

The Grantee certifies to the County that:

- A. The Grantee is a duly organized and validly existing nonprofit entity under Maryland law, and has all requisite power and authority to enter into this

Agreement; and

- B. This Agreement has been duly authorized, executed and delivered by the Grantee in such manner and form as to comply with all applicable laws to make this Agreement the valid and legally binding act and agreement of the Grantee.
- C. Grantee shall publicly advertise to the general public the services it provides via its website (<http://www.hocoarts.org>), Facebook, email list, press releases for its larger events and partnering with organizations to promote the Arts Council.

XIII. AUDIT AND INSPECTIONS

- A. **Financial Audit.** As requested by the County, the Grantee shall have an annual audit performed of its financial statements and/or a program report on Grantee's use of the Grant. The audit is to be conducted in accordance with generally accepted auditing standards at the end of each fiscal year in which funds are received from the County. Grantee shall submit a copy of the audit and/or program report to the County Executive and County Council in compliance with section 22.1000 of the County Code.
- B. **County Audits and Inspections.** All Grantee financial records shall be made available to the County or its designees at any time during normal business hours, as often as the County deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Grantee within 30 days after receipt by the Grantee.
- C. **Failure to Comply.** Failure of the Grantee to comply with the above requirements in this Section XIII will constitute a violation of this Agreement and may result in the withholding of future payments and other available remedies.

XIV. INSURANCE

Grantee shall obtain and maintain general liability insurance as necessary to protect Grantee and the County from any legal action, tort, contract, or other liability which may be raised against the Grantee or County. Grantee shall provide the County with evidence of insurance as the County may require, including evidence that the policies may not be terminated without thirty (30) days' prior written notice to the County.

XV. EQUAL EMPLOYMENT OPPORTUNITY

The Grantee certifies that it now complies and will continue to comply with all applicable federal, state and local laws and regulations pertaining to equal opportunity and equal employment practices, including but not limited to the Americans with Disabilities Act of 1990, and Title 12 Subtitle 2 of the County Code.

By executing this Agreement, the Grantee agrees and affirms that it accepts and will conform to the following:

Howard County expects that the Grantee will not discriminate against any employee,

applicant for employment or program participant because of race, creed, religion, disability, color, sex, national origin, age, occupation, marital status, political opinion, sexual orientation, personal appearance, familial status, source of income, or gender identity or expression. The Grantee will take affirmative action to ensure that applicants, employees and participants in a program are treated equally without discrimination.

XVI. LIABILITY LIMITATIONS

By this Agreement, the parties expressly acknowledge that Grantee is not acting as an agent for the County but is acting in the capacity of an independent contractor. In addition, Grantee agrees to indemnify and save the County harmless from and against all claims, actions, damages, liability and expense, including attorney's fees, relating to loss of life, personal injury and/or damage to property arising from or out of the performance of its responsibility as stated in this Agreement, or occasioned in whole or in part by any act of omission of Grantee, its agents or employees. This Section XVI shall continue to survive and be enforceable following termination of this Agreement.

XVII. CONFLICT OF INTEREST

The Grantee certifies that the authorized representative of the Grantee who is executing this Agreement has read and understands the provisions of Section 901(a) of the Howard County Charter dealing with conflicts of interest and Section 22.204 of the Howard County Code dealing with conflicts of interest.

XVIII. NOTICES

Communication and details concerning this Agreement shall be directed to the following representatives:

County:	Howard County, Maryland
Contact:	Chief Administrative Officer
Address:	3430 Courthouse Drive
State, Zip:	Ellicott City, MD 21043
Telephone:	410-313-2171
Email:	dmtinker@howardcountymd.gov

Grantee:	The Howard County Arts Council, Inc.
Contact:	Coleen West
Title:	Executive Director
Street Address:	8510 High Ridge Road
City, State, Zip:	Ellicott City, MD 21043
Telephone:	410-313-2787
E-Mail:	coleen@hocoarts.org

XIX. MEDIA AND PRINTED MATERIALS

Grantee will acknowledge receipt of funding from Howard County Government in all related media and printed materials.

XX. MISCELLANEOUS

- A. **Funding.** The contractual obligation of the County under this Agreement is contingent upon the availability of appropriated funds from which payment for this Agreement can be made.
- B. **Modifications.** All conditions pertaining to this Agreement shall be binding and no verbal modifications by either part shall be enforceable. Amendments to this Agreement must be in writing and executed by both parties.
- C. **Assignment.** Grantee may not, during the terms of this Agreement, assign or subcontract all or any part of the Grant award without prior written consent of County.
- D. **Extension.** The County, in its sole discretion, may extend this Agreement beyond the initial one-year term, provided the Grantee is satisfactorily complying with the terms and conditions set forth herein
- E. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Maryland.
- F. **Amendments.** The parties hereto may amend this Agreement at any time provided that such amendments make specific reference to this Agreement and are executed in writing and signed by a duly authorized representative of both parties.
- G. **Severability.** If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.
- H. **Local Businesses.** If the Grant consists entirely of County funds, the Grantee, in a manner consistent with Howard County Executive Order No. 2021-15 will make reasonable efforts to select local businesses when purchasing goods or services.
- I. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties.

[SIGNATURES ON FOLLOWING PAGE]

FY 2024 Grant: Howard County Arts Council, Inc.

ATTEST:

THE HOWARD COUNTY ARTS COUNCIL, INC.

Witness

BY: DocuSigned by: Coleen West 7/21/2023
E44AC427F5C0458...
Coleen West
Executive Director

ATTEST:

HOWARD COUNTY, MARYLAND

DocuSigned by: Raul Delorme, Acting CAO 7/2023
88D74370827248A...
Brandee Ganz
Chief Administrative Officer

DocuSigned by: Calvin Ball
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Calvin Ball
County Executive
Date Signed: 7/27/2023

APPROVED FOR SUFFICIENCY OF FUNDS:

APPROVED FOR PROGRAM SUFFICIENCY:

DocuSigned by: Rafiu Ighile 7/21/2023
18E045A7597F41C...
Rafiu Ighile
Director of Finance

DocuSigned by: Felix Facchine 7/21/2023
8C3D7CA278A43...
Felix Facchine
Assistant Chief of Staff

APPROVED FOR BUDGET SUFFICIENCY:

DocuSigned by: Holly Sun 7/27/2023
EE0D58257007461...
Holly Sun
Budget Director

APPROVED FOR FORM AND LEGAL SUFFICIENCY

Reviewing Attorney:

THIS ___ DAY OF ___, 20__

DocuSigned by: Gary W. Kuc 7/21/2023
277481207706C...
Gary W. Kuc
County Solicitor

DocuSigned by: Norman Parker 7/21/2023
B363E5B0903A8E...
Norman E. Parker, Jr.
Assistant Deputy County Solicitor

II

HOWARD COUNTY ARTS COUNCIL CSP REQUEST FOR FUNDS – FY 2024

**HOWARD COUNTY ARTS COUNCIL
REQUEST FOR GRANT FUNDS
-Revised-**

DATE: September 9, 2023

TO: Dawn Tinker
Assistant Administrator to Brandee Ganz
Chief Administrative Office, Howard County Government

FROM: Coleen West
Executive Director
Howard County Arts Council

RE: Request for the first of two payments for approved FY24 grant funds.
This request is for the period of July 1 – December 31, 2024.

AMOUNT: \$595,500

DUE: Upon receipt

Total Amount	Amount Requested	Purpose
General Operating \$238,600	\$119,300	General support for HCAC administration and operations.
Programs \$41,600	\$20,800	Program support for the production of arts activities produced by the Arts Council.
Community Arts Development Grants \$397,900	\$198,950	Funds for re-grants to Howard County arts organizations and arts projects produced by local non-profits.
Community Arts Development Public Art \$41,000	\$20,500	Funds to support temporary public art installations in Howard County.
Artist in Education Grants \$32,000	\$16,000	Funds for re-grants to Howard County PTAs/PTSAs to place visiting artists in K-12 schools.
Baltimore City Arts and Culture Grants \$167,800	\$83,900	Funds for re-grants to Baltimore City arts/cultural organizations that provide significant services to Howard County residents.
Baltimore City Arts & Culture Outreach Howard Grants \$42,100	\$21,050	Funds for re-grants to encourage Baltimore City arts/cultural grantees to present programs IN Howard County.
Designated Grant to MACC 230,000	\$115,000	Funds to support the Merriweather Arts and Culture Center's programs and operations.
Total FY24 appropriation: \$1,191,000	SUB TOTAL: \$595,500	

PLEASE REMIT TO: Howard County Arts Council, 8510 High Ridge Road, Ellicott City, MD 21043

**HOWARD COUNTY ARTS COUNCIL
REQUEST FOR GRANT FUNDS**

DATE: December 18, 2023

TO: Dawn Tinker
Administrative Analyst
Howard County Government

FROM: Coleen West
Executive Director
Howard County Arts Council

RE: Request for the second of two payments for approved FY24 Howard County CSP grant funds for the period of January 1 – June 30, 2024.

AMOUNT: \$595,500

DUE: Upon receipt

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Programs \$41,600	\$20,800	Program support for the production of arts activities produced by the Arts Council.
Community Arts Development Grants \$397,900	\$198,950	Funds for re-grants to Howard County arts organizations and arts projects produced by local non-profits.
Community Arts Development Public Art \$41,000	\$20,500	Funds to support temporary public art installations in Howard County.
Artist in Education Grants \$32,000	\$16,000	Funds for re-grants to Howard County PTAs/PTSAs to place visiting artists in K-12 schools.
Baltimore City Arts and Culture Grants \$167,800	\$83,900	Funds for re-grants to Baltimore City arts/cultural organizations that provide significant services to Howard County residents.
Baltimore City Arts & Culture Outreach Howard Grants \$42,100	\$21,050	Funds for re-grants to encourage Baltimore City arts/cultural grantees to present programs IN Howard County.
Designated Grant to MACC 230,000	\$115,000	Funds to support the Merriweather Arts and Culture Center's programs and operations.
Total FY24 appropriation: \$1,191,000	SUB TOTAL: \$595,500	

PLEASE REMIT TO: Howard County Arts Council, 8510 High Ridge Road, Ellicott City, MD 21043

III

HOWARD COUNTY CENTER FOR THE ARTS FY 2024 ATTENDANCE

HOWARD COUNTY CENTER FOR THE ARTS USAGE REPORT FY24

July 1, 2023 - June 30, 2024

TOTAL ATTENDANCE					
Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23
2581	3093	2414	2100	1773	1761
Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
1354	2641	3418	3093	3141	2931
FY24 Total Attendance					30, 300

HOWARD COUNTY CENTER FOR THE ARTS USERS

Studio Resident Artists	Howard County Arts Council Classes and Programs
1A Lisa Scarbath 1B Asma Shikoh 2 Andrei Trach 3 Diana Marta 4A Myungsook Ryu Kim 4B Jamie Travers 5A Sara Engel 5B Sherry Jankiewicz 6A Andres Gomez 6B Mary Jo Tydlacka 7A Jereme Scott 7B Kassamira Carter-Howard 7C Phill Branch 10 David Zuccarini	Weekly Classes/Programs No Boundaries Fabulous 50+ Players Gesture Sessions Watercolor Sessions Intro to Animation Superhero Secret Origins Dabbling in the Arts Sumi-E Brush Painting Bits and Pieces Fun with Watercolors Intermediate Sumi-E Brush Painting The Art of Visual Storytelling Rebellious Artists Mindfulness through Art
Studio Office Resident Arts Groups	Oil Painting: Approaches to Color Mosaics Basics Workshop Intermediate Animation Intro to Soft Pastels Chinese Landscape Brush Painting
16 Columbia Orchestra 17 Columbia Pro Cantare 18 Ballet Mobile, Inc.	Bits and Pieces Encaustics Workshop
Arts Advancement Organizations	
Baltimore Bead Society Black Eyed Susan Button Club Embroiderers Guild of America - Constellation Chapter Maryland Winds The Weavers Guild of Greater Baltimore	
HCAC Meetings	Occasional Classes/Programs
CAD Grant Review Exhibits Committee Committee on Grants Board Center Committee	AiE Grant Review Celebration Executive Committee Scholarship Review HCAC Summer Camp School's Out! Head StART in Art Holiday Printmaking Party Valentine's Day Printmaking Party

HOWARD COUNTY CENTER FOR THE ARTS USERS, cont.

Theatre Rental Groups	Room Rentals
Aimrec Enterprise Bach to Rock Ballet with Cindee Beracah Music Foundation Byers Dance Institute Columbia Bands Columbia Center for the Theatrical Arts Columbia Orchestra Dance Connections, Inc. Dr. Hyejin Kim Music Ellicott City Head Start Friends of Kumdo GS Studio Edna Haller Piano Class HoCo Music Teachers Association Howard County Recreation & Parks Howard County Summer Theatre Jayamangala Haerin Jee Sungmee Ju Kinetics Dance Theatre Lahan Music Studio Minjin Lee Insun Lee Lumina Theatre Company MD Professional Photographers Asso. Opus Concert Theater Schoolhouse Theatre Arts, Inc. The Irie Movement Thumak Dance Company Thunderous Productions, Inc. Xpressions Dance Studio	Aimrec Enterprise Ballet with Cindee Baltimore Applique Society Baltimore Bead Society Evan Nicole Bell Bend It Like Bollywood Black Eyed Susan Button C Blossoms of Hope Byers Dance Institute Columbia Bands, Inc. Columbia Center for the Th Columbia Figure Skating C Columbia Orchestra Dance Connections, Inc. Ellicott City Head Start Embroiderers Guild of Ame Friends of Kumdo GS Studio Aparna Gurumurthy Jennifer Herbert Howard County Summer TI Jayamangala Kinetics Dance Theatre Sudha Krishnamurthy Lumina Theatre Company Maryland Pastel Society MD Professional Photograp Maryland Sheep & Wool Fe Maryland Winds Naimah Dance Company NK Dance Services Normandy Heights Improve Opus Concert Theater Rajashree Pakala Schoolhouse Theatre Arts, The Dreamers Kingdom The Irie Movement The Oaks Committee, Inc. Thumak Dance Company Xpressions Dance Studio Luyao Zheng

IV

**HOWARD COUNTY ARTS COUNCIL BOARD MINUTES
APPROVING FY 2024 GRANT AWARDS**

Meeting Minutes
HCAC Board of Directors
July 21, 2023 – Virtual meeting via ZOOM

Attending: Khensani Carter, Mavis Ellis, Jordana Guzman, Andrea Magers, Muriel Mitchell, Tracey Pullo, Adam Stull, and Sharonlee Vogel. Staff: Coleen West, Director, Mary K. Baxter, Deputy Director, and Stephanie Schuster, Development Director. Guest: Dennis Johnson, Sort Sol Group

Meeting called to order: 12:05pm

I. **Minutes: Friday, June 16, 2023**

Motion to accept the June 16 meeting minutes as presented: Tracey Pullo

Second: Sharonlee Vogel

Vote: Unanimous

II. **President's Report: Adam Stull**

• **FY24-FY29 Strategic Plan Update & Approval**

Adam provided a brief recap of the strategic planning process and then introduced Dennis Johnson, lead planning consultant from the Sort Sol Group, to lead the discussion. Dennis reviewed the planning process, the roles & responsibilities of the Board, and presented the final strategy roadmap which included our organizational commitment statements, equity statement and definitions along with our four priorities areas with goals and objectives as follows:

Purpose: The value and impact of the arts are not fully recognized and that must change. Communities that cultivate and nurture their connection to, participation in, and aspiration for the arts as vital to their lives create vibrant, diverse places to live, work, learn, and grow.

Mission: We enrich and uplift our communities by advancing the arts, artists, and arts organizations for the benefit of all.

Vision: A diverse and vibrant community where the arts are central to our lives.

Diversity, Equity, Inclusion & Accessibility: We believe everyone should have access to the creative, intellectual, spiritual, and healing benefits the arts provide. The arts celebrate our diversity, connect our shared humanity, uplift individuals, and transform communities. We are committed to creating opportunities for artists and arts organizations and to fostering an equitable, diverse, inclusive, and accessible arts culture in Howard County.

To that end, we utilize a horizontal structure where governance and program policies are made by committees. We intentionally include diverse voices on these committees to ensure our efforts to support artmaking, nurture creative expression, develop programs, and set policy are reflective of and meet the needs of our community. We commit to actively learning how to embody equity throughout our programs and policies. We also recognize

that each individual brings their own unique lived experience to this work and offer the following working definitions to provide context for our work.

Diversity - the active and engaged presence of people from a range of backgrounds including, but not limited to, race, ethnicity, age, ability, sexual orientation, gender, gender identity, socioeconomic status, geography, or religion. In addition, within the arts and culture, we define diversity as the presence of a range of traditional, contemporary, and underrepresented art forms, disciplines, genres, and media.

Equity - the practice of being fair and impartial. We acknowledge that not all individuals and groups have the same advantages and are committed to an ongoing process of evaluating and adjusting policies, procedures, and practices in order to facilitate/ensure the fair distribution of resources and opportunities in the arts.

Inclusion - the practice of intentionally welcoming, including, and empowering individuals to bring their authentic selves to their participation in arts and culture— whether it is making art, nurturing artists and creative expression, developing arts and cultural programs, or being involved in the decision-making processes of an organization or group. In addition, it is the practice of welcoming and including traditional, contemporary, and underrepresented art forms, disciplines, genres, and media in arts and cultural organizations and programming.

Accessibility - the practice of intentionally making arts and cultural information, activities, and places – as well as traditional, contemporary, and underrepresented art forms, disciplines, genres, and media – accessible and usable for all.

Values:

We believe diverse voices ensure our efforts to support artmaking, nurture creative expression, develop programs, and set policy are reflective of and meet the needs of our community.

- **Creativity** –Support freedom of expression and encourage innovation in traditional, emerging, and underrepresented art forms.
- **Education** – Promote participation and life-long learning in the arts.
- **Equity** – Actively learn to identify and dismantle barriers to successful arts-making and engagement.
- **Inclusion** – Nurture the social fabric of our community by providing essential resources, opportunities, and access.
- **Integrity** – Cultivate trust through respect, honesty, and transparency.
- **Sustainability** – Manage resources to ensure the viability and growth of the arts.

Assets:

Arts Facility/Affordable space for artists and arts groups
Engaged and talented Board, Committees, and Staff
Designation as the County Arts Council to award public funding for the arts

Abilities:

Space – Provide affordable space for artists & arts organizations to create and present the arts.

Funding – Serve as the primary arts funder in Howard County.

Advocacy – Advocate on a local and state level to communicate the value, secure funding, and promote policy that supports the arts.

Value Proposition: We advocate, support, and provide access to diverse arts experiences within our community.

We also identified four, primary stakeholder segments and identified the value proposition for each:

Artists: We support artists by providing affordable space, resources, advocacy, and opportunities to present their work to build awareness and strengthen their creative practices.

Arts Organizations/Presenters: We support arts organizations and presenters by providing leadership, funding, advocacy, technical assistance, affordable space, and opportunities to gather and connect to increase community engagement.

Community: We serve our communities by fostering the arts and ensuring public access to engage in and appreciate the arts.

Youth & Family: We enrich families' lives by providing arts experiences and programming to support lifelong learning in the arts.

Strategic Priorities:

#1 – Expand public awareness, financial resources, and advocacy to advance the arts in Howard County.

Expand Public Awareness >

- Develop and launch a new website and branding campaign to expand access, increase staff efficiency, and build brand awareness.
- Evaluate marketing and communication strategies through DEIA.

Expand Financial Resources >

- Identify financial resources needed to support FY24-29 strategic goals and DEIA
- Allocate funding in annual operating budgets for strategic initiatives and equity efforts.
- Develop & deploy a short-term resource development plan
- Develop and implement a 5-year resource and fund development plan, including benchmarks and targets, to increase contributed and earned income.
- Evaluate contributed and earned income strategies through DEIA.

Expand Advocacy >

- o Define advocacy and its desired impact.
- o Expand advocacy through cultural planning process.
- o Advocate for funding, policies, and practices that remove barriers and advance equitable access to the arts.

#2 – Build organizational capacity to strengthen HCAC’s impact in our community.

Build Organization Capacity>

- o Develop and deploy a plan to address HCAC space needs.
- o Develop and deploy a technology plan to ensure safe, sustainable operations.
- o Evaluate and revise policies and organizational systems through DEIA to resolve any structural inequities.

Build Board Capacity>

- o Conduct Board self-assessment & create DEIA asset map.
- o Create Board ambassadorship program and capitalize on Board connections to build a leadership pipeline and identify prospective donors.

Build Staff Capacity>

- o Create tool and space to capture and assess staff culture and communication.
- o Evaluate personnel handbook, staffing model, and policies through DEIA to optimize engagement and improve staff retention.
- o Assess & align staff capacity and salaries annually.

#3 – Increase and deepen community engagement to strengthen the arts ecosystem.

Expand HCAC grants program to include merit-based awards for individual artists>

- o Secure funding from MSAC and Howard County.
- o Develop and deploy individual artist grant program.

Develop a cultural plan for Howard County centered in equity>

- o Secure funding from local, state, and national funders.
- o Identify and convene cultural plan task force.
- o Develop, test, and adopt a cultural plan to guide future policy & funding decisions.
- o Develop and deploy annual evaluation and assessment practices to facilitate ongoing learning.
- o Build bridge from the cultural plan to resource development.

Expand professional development opportunities in arts administration>

- o Create and deploy paid BIPOC arts administration internship program.

#4 – Evaluate HCAC programs and services to better serve artists and audiences.

Develop and deploy a modular evaluation tools to assess programs and services through DEIA>

- o Deploy existing program evaluation tool through DEIA
- o Design modular evaluation tool through DEIA.
- o Evaluate all core programs and services

Motion to approve the FY24-FY29 Strategic Plan as presented: Jordana Guzman

Second: Tracey Pullo

Vote: Unanimous

- **Celebration Update** To date \$56,500 has been pledged for sponsorships & \$6,000 for Extras, totaling \$61,500 which is 87% of our \$76,500 goal. Thanked two of our members, Sharonlee & Brian, who invited and hosted guests at last year's event that became new sponsors this year and encouraged Board to consider hosting guests at this year's event.
- **Conflict of Interest Forms** Reviewed HCAC's Conflict of Interest Policy and Form included in the meeting packet. All members were emailed their individual forms for updating. Due by August 31, 2023.

IV. Treasurer's Report: Adam Stull for Greg Lowe

- **FY23 Unaudited Year-End Financials** Through June 29th, our total revenue was \$2,971,762 (110.9% of budget and up 79% year-over-year). Expenses totaled \$2,431,927 (100.4% of budget and up 45% year-over-year). Program service revenue has now recovered to exceed pre-pandemic levels (\$271,676 in FY19 to \$347,774 in FY23). However, contributions are recovering more slowly (\$176,698 in FY19 to \$159,149 in FY23). The significant increase in income is primarily from county pass-through, MSAC ARGOS I & II, and ERTC funding. As indicated in the FY24 budget approved last month, much of this funding will be carried over into FY24 to fund several strategic initiatives (\$213,750) with \$239,012 moving to restricted funding for future use on the balance sheet. At this time, the year-end financials have not been audited and are not final, but we anticipate a modest surplus. In addition, we are currently waiting on final contracts from the County & MSAC, once these contracts are complete, we will present an adjusted FY23 Budget for Board approval in September if needed.

V. Committee on Grants: Jordana Guzman

- **Recent Meetings**
 - June 7, 2023: Baltimore City Arts and Cultural/Outreach Howard Grant Review
 - June 8, 2023: Committee on Grants Meeting
 - July 12, 2023: Community Arts Development/Jim Rouse Theater Subsidy Grant Review
 - July 14, 2023: Committee on Grants Meeting
- **FY24 Baltimore City Grants Review** The Artistic Review Panel met on June 7, 2023 to review 11 Baltimore City grant applications, the total amount requested was \$195,806 (\$167,800 available). The primary and alternate reviewers of each organization led discussions outlining the positives and negatives of the application based on: the merit of artistic, educational, or cultural activities; the ability of the applicant to carry out the proposed project; and service to Howard County residents. The Committee on Grants met on June 8th to discuss the Artistic Review Panel's recommendations and

voted to accept them. The rankings and funding recommendations are included in the Board's packet.

The Committee on Grants made a motion to approve the FY24 BCAC funding recommendations from the Artistic Review Panel per the attached spreadsheet.

Second: Adam Stull

Vote: Unanimous

- **FY24 Outreach Howard Grant Review** The Artistic Review Panel reviewed 7 Outreach Howard grant applications submitted by 7 Baltimore City organizations that requested a total amount of \$50,860 (\$42,100 available). The same criteria were used to score these applications. However, this grant program supports projects that take place in Howard County. On June 8, the Committee on Grants discussed and accepted the funding recommendations of the Artistic Review Panel. Shortly after this meeting, the Baltimore Museum of Industry made a request to revise their project, but not the grant amount. The Committee on Grants reviewed the request and approved the change pending delivery of an executed partnership agreement and an updated program plan with HCPSS.

The Committee on Grants made a motion to approve the FY24 Outreach Howard funding recommendations from the Artistic Review Panel per the attached spreadsheet and with the Baltimore Museum of Industry's grant award pending delivery of executed agreements and an updated plan with HCPSS.

Second: Adam Stull

Vote: Unanimous

- **FY24 Community Arts Development Grants** On July 12, the Artistic Review Panel reviewed 7 CAD Operating grant applications with a total requested amount of \$287,706 (\$283,576 available) and 17 CAD Project grant applications with a total requested amount of \$98,000 (\$96,594 available). The primary and alternate reviewers of each organization led discussions outlining the positives and negatives of the application based on artistic merit; the ability of the applicant to carry out the proposed project; and service to Howard County residents. The Committee on Grants met on July 14 to discuss the ARP's recommendations and voted to accept them.

The Committee on Grants made a motion to approve the FY24 Community Arts Development Operating and Project funding recommendations from the Artistic Review Panel per the attached spreadsheet.

Second: Adam Stull

Vote: Unanimous

- **FY24 Jim Rouse Theatre Subsidies** The ARP reviewed 5 JRT grant applications with a total requested amount of \$18,800 (\$18,592 available). The same criteria were used to score these applications. The Committee on Grants accepted the funding recommendations of the ARP.

The Committee on Grants made a motion to approve the FY24 Jim Rouse Theatre subsidy funding recommendations from the Artistic Review Panel per the attached spreadsheet.

Second: Tracey Pullo

Vote: Unanimous

- **IAM Creativity Grant** For the past five months, the Committee has been working on the guidelines for the IAM Creativity grant program, which is enclosed in the Board packet. This new grant program will provide three (3) awards, including one (1) \$5,000 and two (2) \$1,000 awards in two disciplines each year for the next 4 years, and is funded through the MSAC ARGOS I grant. We will launch the new grant this fall with the first awards being distributed in FY25.

The Committee on Grants made a motion to approve the IAM Creativity grant guidelines as presented.

Second: Adam Stull

Vote: Unanimous

VI. Strategic Discussion: Adam Stull

- **Board of Directors Nominations & Renewals** The Nominating Committee presented two candidates for inclusion on the 2023-2024 Board of Directors ballot including Renee Lennon and Casey Simpon. A resume for each candidate was included in the meeting packet.

Renee Lennon has a strong background in administration, IT, and sales in finance and wealth management firms. Brian Liu recommended Renee, whom he has known for many years through their children studying music with the same teacher. Renee brings administration, banking, financial management, fundraising, marketing, personnel, sales, strategic planning, and training experience and skills to the Board.

Casey Simpson, served on the Celebration Committee last year and was active throughout the year on the committee. In addition, she was extremely helpful during the week of the Celebration and worked with Stephanie supervising volunteers during set up, the reception, and tear down. Trained as a museum conservator for paintings and art history, she pursued a career in marketing and development of video gaming instead. Her children attended summer camps at the Arts Council. She brings marketing, graphic design, digital media, fine arts, and sales skills.

The Nominating Committee made a motion to approve Renee Lennon and Casey Simpson for inclusion on the October 2023-October 2025 Board ballot.

Second: Jordana Guzman

Vote: Unanimous

These two candidates will join our renewing Board members on the FY2024-2025 Board ballot. A draft of the ballot along with a draft officer ballot was included in the meeting packet. Current Board members included on the draft Board ballot are Thomas Engelman (3rd term), Brian Liu (2nd term), Andrea Magers (2nd term), Ryan Rager (2nd term), and Sabina Taj (3rd term). Please note that Jordana, Greg, & Sharonlee will be rotating off the Board this fall, and their final meeting will be in September. Once approved, the Board ballot will be sent to the general membership to be voted on in August.

The Nominating Committee made a motion to approve the October 2023-October 2025 Ballot as presented.

Second: Tracey Pullo

Vote: Unanimous

- **Draft Board Officer Ballot** The draft officer ballot was also included in the packet and will be voted on at the September meeting.

VII. New Business/Old Business: Coleen West

- **Lease/Facility Update** The new 5-year lease for 8510 High Ridge Rd has been approved by the County Council. Also continuing to have discussions about relocating the primary campus to the old Courthouse in Old Ellicott City. Staff toured the facility again with the Facilities team on July 10 and earlier this week had two preliminary meetings with potential design firms that the County is considering for this project. The project is a priority of the County Administration and we have been given an estimated relocation date of Fall 2025.
- **Branding & Website Development Project** The Branding & Website Development Committee met earlier this month and reviewed the draft RFP. The RFP has now been finalized and published on our website and sent to about 20 local, regional, and national firms. Submissions are due on October 30, with finalist selection scheduled for the end of November or early December and finalist presentations in mid-December. Our goal is to hire a firm in January and begin the project by February 2024.

Announcements:

- Annual Meeting & Grant Awards Ceremony – Friday, September 22nd from 6-8 pm.

Next Meeting: Friday, September 8 at 12:00 PM

Meeting adjourned at 1:05pm

Meeting Minutes
HCAC Board of Directors
September 8, 2023 – In-person only at HCAC

Attending: Khensani Carter, Mavis Ellis, Brian Liu, Greg Lowe, Muriel Mitchell, Tracey Pullo, Debra Stepp, Adam Stull, Sabina Taj, and Sharonlee Vogel. Staff: Coleen West, Director, Mira Lamson Klein, Development & Community Engagement Coordinator. Guest: County Executive Calvin Ball.

Meeting called to order: 11:06am

Welcome: Adam Stull

- I. **New Program Initiative** - County Executive Calvin Ball presented the new program initiative – Howard County Poet Laureate to celebrate poetry and literature in the community modeled after another program across the country. The program will be announced this fall and was conceived as a partnership between the County, HCAC, and HoCoPoLitSo which is also celebrating its 50th anniversary. As a granting agency, HCAC has a review structure and application process in place and will work with HoCoPoLitSo to develop program guidelines to be reviewed and approved by the County. HoCoPoLitSo and HCAC will also work collectively to select review panelists and administer the review process. The program will also include a Youth Poet Laureate component, which will also be developed through the partnership.
Motion to approve the Howard County Poet Laureate partnership as presented:
Adam Stull
Second: Sharonlee Vogel
Vote: Unanimous
- II. **Minutes: Friday, July 21, 2023**
Motion to accept the July 21 meeting minutes with the annual meeting date corrected from September 20 to September 22: Sharonlee Vogel
Second: Greg Lowe
Vote: Unanimous
- III. **President’s Report: Adam Stull**
 - a. **Board of Director Ballot Results** The 2023 – 2025 Board Ballot was emailed to 323 current members on August 2nd and voting was open through August 31st. All votes have been recorded and all nominees and Board members up for election and re-election have been elected including Renee Lennon and Casey Simpson for first terms, Thomas Engleman (3rd term), Brian Liu (2nd term), Andrea Magers (2nd term), Ryan Rager (2nd Term) and Sabina Taj (3rd term).
 - b. **Celebration Update** To date \$66,500 has been pledged for sponsorships & \$8,000 for Extras, totaling \$74,500 of our \$76,500 goal or 97% of the goal. At this time last year, we had \$63,500 pledged. To date, we have sold \$7,650 in ticket sales and invitations were mailed out just this week. This time last year, we had \$4,450 in ticket sales.
- IV. **Treasurer’s Report: Greg Lowe**
 - a. **July Financials** Total revenue was \$202,121. Expenses totaled \$76,825. This is a significant decrease from last year due to the FY23 PAYGO and funding we passed through to DCACC and BSO. Overall, internal financials are trending as expected.

V. **Officer & Executive Committee Election**

Sharonlee Vogel made a motion to elect Adam Stull as President, Andrea Magers as Vice President, Ryan Rager as Treasurer, Muriel Mitchell as Secretary.

Second: Tracey Pullo

Vote: Unanimous

Adam Stull made a motion to elect Brian Liu to the Executive Committee, as a representative of the Committee on Grants.

Second: Greg Lowe

Vote: Unanimous

VI. **Committee on Grants: Coleen West for Jordana Guzman**

- a. **Artist in Education Grants** The Artistic Review Panel met on August 16, 2023 to review 13 AiE grant applications with a total requested amount of \$39,595. (\$37,278.00 available). The primary and alternate reviewers of each organization led discussions outlining the positives and negatives of the application based on the merit of artistic, educational, or cultural activities; the ability of the applicant to carry out the proposed project; and service to Howard County residents. The Committee on Grants met on August 17, 2023 to review and accept the ARP's funding recommendations.

The Committee on Grants made a motion to approve the FY24 AiE grant awards per the ARP's funding recommendations on the attached spreadsheet.

Second: Adam Stull

Vote: Unanimous

VII. **Center Committee Report: Muriel Mitchell**

- a. Summer Camp - 71 camps were offered this summer and ALL 71 camps ran. Enrollment was an all-time high of 937 (plus 179 enrollments in extended care.)
- b. Rentals – Over the past 2 months, staff has issued 89 rental contracts which include one-time, occasional, and weekly rentals in various spaces throughout the Center.
- c. New Resident Artist and Studio 2 - The Center Committee met and selected printmaker Sherry Jankiewicz for Studio 5B, she moved in on September 1. Current Resident Artist, Andrei Trach, will move into Studio 2, a full-sized studio, on October 1, opening a half-sized studio which will be publicly posted on September 15. Submissions will be reviewed by the Center Committee in December. Additionally, the Committee reviewed applications for an open studio at Long Reach Village Center and recommended multi-media artist Kory Sutherland to the County Administrator, for approval. Kory's application was approved, and she moved into Long Reach Studio 236B on September 2.

VIII. **Strategic Discussion: Adam Stull**

- a. **Primary Campus Update** The County led several site tours of the historic courthouse with prospective design firms and has hired Michael Graves. The county administration has also briefed the County Council on the project and expects a public announcement to be coming soon. To prepare, the Executive Committee approved a brief statement that was included in today's packet, and it reads:

Howard County Government is considering relocating the Howard County Arts Council's primary campus at 8510 High Ridge Rd to another county-owned facility. HCAC is very excited about this opportunity and the potential it could offer the arts community and the public. HCAC remains committed to ensuring that we have the capacity to meet our constituent's needs by providing public programs, grants to organizations, and space for artists and arts groups. We encourage you to share any questions or concerns you may have by completing the [HCAC Relocation Community Feedback form](#). As more information becomes available, we will publish answers on hocoarts.org.

In addition, the County held a kick-off meeting with all parties last week and has scheduled weekly standing meetings with each prospective tenant.

- a. **FY24-FY29 Strategic Plan** The FY24-FY29 strategic plan has been finalized and the overview was included in the meeting packet. Staff met with the consultants in mid-August to discuss the overall process and have received final deliverables.

IX. New Business/Old Business

Announcements:

Annual Meeting & Grant Awards Ceremony – Friday, September 22nd from 6-8pm.

Next Meeting: November 17 at 12:00PM

**FY 2024 ARTIST-IN-EDUCATION GRANT AWARDS DOCUMENTATION
FOR PROGRAMS SUPPORTED WITH COUNTY RE-GRANT FUNDS**

FY24 Artists-in-Education

School	Award	Amt. Disbursed	Residency Description
Burleigh Manor MS PTA	\$2,038	\$2,038	5 day residency during which students learned about and performed works of Shakespeare.
Clarksville MS PTA	\$1,856	\$1,856	5 day residency during which students learned about and performed works of Shakespeare.
Dunloggin MS PTA	\$3,879	\$3,879	10 day residency during which students learned about and performed works of Shakespeare.
Elkridge Landing MS PTA	\$1,365	\$1,365	5 day residency during which students learned about and performed works of Shakespeare.
Ellicott Mills MS PTA	\$1,978	\$1,978	5 day residency during which students learned about and performed works of Shakespeare.
Glenwood MS PTA	\$4,027	\$3,150	10 day residency during which students learned about and performed works of Shakespeare.
Hammond MS PTA	\$4,194	\$4,194	10 day residency during which students learned about and performed works of Shakespeare.
Homewood Center*	\$2,500	\$2,500	An 11 day Poetry Residency with The Legacy Project
Lake Elkhorn MS PTA*	\$2,936	\$2,936	5 day residency during which students learned about and performed works of Shakespeare.
Lime Kiln MS PTA	\$1,933	\$1,933	5 day residency during which students learned about and performed works of Shakespeare.
Patuxent Valley MS PTA*	\$3,235	\$3,235	5 day residency during which students learned about and performed works of Shakespeare.
Running Brook ES PTA*	\$2,387	\$2,387	7 Day Storytelling workshop with performances
Talbott Springs ES PTA*	\$4,950	\$4,950	5 Day Ceramic Mosaic Mural Residency
	\$37,278	\$36,401.00	

* Access Challenge Index

Amount Available: \$37,278.00

FY24 Returned funds of \$877 will be carried over to support FY25 AIE Grants

AIE FY24 Revenue Sources

School	HCAC Grant	PTA Support	State Support	Other Support	Funds Returned	Total Support
Burleigh Manor MS PTA	\$2,038	\$2,462.00				\$4,500.00
Clarksville MS PTA	\$1,856	\$1,874.00		\$770.00		\$4,500.00
Dunloggin MS PTA	\$3,879	\$4,861.00				\$8,740.00
Elkridge Landing MS PTA	\$1,365	\$1,500.00		\$1,635.00		\$4,500.00
Ellicott Mills MS PTA	\$1,978	\$2,222.00				\$4,200.00
Glenwood MS PTA	\$4,027	\$3,150.00			-\$877.00	\$6,300.00
Hammond MS PTA	\$4,194	\$4,194.00		\$362.00		\$8,750.00
Hornwood Center	\$2,500					\$2,500.00
Lake Elkhorn MS PTA	\$2,936	\$1,064.00				\$4,000.00
Lime Kiln MS PTA	\$1,933	\$1,847.00				\$3,780.00
Patuxent Valley MS PTA	\$3,235	\$1,265.00				\$4,500.00
Running Brook ES PTA	\$2,387	\$1,243.00				\$3,630.00
Talbott Springs ES PTA	\$4,950	\$2,450.00				\$7,400.00
	\$37,278.00	\$28,132.00		\$2,767.00		\$67,300.00

FY24 AIE Attendance

School	# of Artists Served	# of Students Directly Involved In Person	# of Students Indirectly Involved In Person	# of Students Directly Involved Virtually	# of Students Indirectly Involved Virtually	Presentation to the Public?	Public Attendees In-Person	Public Attendees Virtually	Volunteers	Volunteer Hours	Total Attendance
Burleigh Manor MS	3	260	0	0	0	No	0	0	5	8	268
Clarksville MS	5	195	100	0	0	Yes	80	0	85	45	465
Dunloggin MS	6	205	15	0	0	Yes	No #s given	0	13	25	239
Elkridge Landing MS	4	225	0	0	0	No	0	0	8	100	237
Ellicott Mills MS	4	262	0	0	0	No	0	0	4	0	270
Glenwood MS	4	164	0	0	0	Yes	95	0	155	400	418
Hammond MS	5	192	0	0	0	No	0	0	163	0	360
Homewood Center	1	15	15	15	0	No	0	0	0	0	46
Lake Elkhorn MS	4	20	214	214	0	Yes	10	0	100	100	562
Lime Kiln MS	4	201	0	0	0	No	0	0	9	100	214
Patuxent Valley MS	5	271	0	0	0	No	0	0	27	100	303
Running Brook ES	1	1	398	158	0	No	0	0	112	100	670
Talbott Springs ES	1	235	265	0	0	Yes	225	0	17	60	743
	47	2246	1007	387	0		410	0	698	1038	4795

FY24 AIE Diversity

Organization	INDIVIDUAL PARTICIPATION										ARTIST PARTICIPATION									
	African American, Black	American Indian	Hispanic, Latino	Mexican American, Chicano	Native Hawaiian, Pacific Islander	Puerto Rican	White or Caucasian	Other	Total	African American, Black	American Indian	Hispanic, Latino	Mexican American, Chicano	Native Hawaiian, Pacific Islander	Puerto Rican	White or Caucasian	Other	Total		
Burleigh Manor MS	1.2%	1.0%	6.0%	0.0%	0.0%	0.0%	31.0%	6.0%	100.0%	33.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Clarksville MS	15.00%	0.0%	44.0%	0.0%	0.0%	0.0%	34.0%	7.0%	100.0%	40.0%	0.0%	0.0%	0.0%	0.0%	0.0%	20.0%	100.0%			
Dumloggin MS	21.00%	3.0%	33.0%	0.0%	3.0%	0.0%	31.0%	0.0%	100.0%	75.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Elkridge Landing MS	28.00%	0.0%	17.0%	0.0%	0.0%	0.0%	40.0%	8.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Ellicott Mills MS	20.0%	0.0%	34.0%	0.0%	0.0%	0.0%	33.0%	7.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Glenwood MS	7.0%	0.0%	10.0%	0.0%	0.0%	0.0%	69.0%	6.0%	100.0%	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Hammond MS	34.0%	0.0%	13.0%	0.0%	1.0%	2.0%	38.0%	0.0%	100.0%	40.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Homebrew Center	40.0%	0.0%	0.0%	0.0%	0.0%	0.0%	60.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Lake Elkhorn MS	48%	5.0%	7.0%	0.0%	5.0%	0.0%	14.0%	0.0%	100.0%	25.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Lima Kill MS	15%	0.0%	32.0%	0.0%	0.0%	0.0%	40.0%	8.0%	100.0%	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Patuxent Valley MS	44%	0.0%	10.0%	3.0%	0.0%	0.0%	14.0%	3.0%	100.0%	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Running Brook ES	48%	3.0%	8.0%	0.0%	0.0%	0.0%	19.0%	9.0%	100.0%	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			
Talbot Springs ES	32%	0.0%	6.0%	0.0%	0.0%	0.0%	21.0%	9.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%			

Average Percentage: 28% 1% 20% 11.2% 0.2% 0.7% 0.2% 34.2% 4.8% 25.8% 0.0% 7.7% 3.8% 0.0% 0.0% 57.1% 1.5%

**FY 2024 BALTIMORE CITY GRANT AWARDS DOCUMENTATION
FOR PROGRAMS SUPPORTED WITH COUNTY RE-GRANT FUNDS**

FY24 Baltimore City Arts and Culture

Organization	FY24 Award	FY24 Installments (2)
American Visionary Art Museum	\$5,234.00	\$2,617.00
Baltimore Museum of Art	\$23,051.00	\$11,525.50
Baltimore Museum of Industry	\$11,617.00	\$5,808.50
Baltimore Symphony Orchestra	\$21,393.00	\$10,696.50
Baltimore Center Stage	\$18,663.00	\$9,331.50
Maryland Center for History and Culture	\$4,831.00	\$2,415.50
Maryland Science Center	\$16,490.00	\$8,245.00
Maryland Zoological Society, Inc.	\$25,309.00	\$12,654.50
National Aquarium, Inc.	\$12,980.00	\$6,490.00
Port Discovery Children's Museum	\$12,109.00	\$6,054.50
Walters Art Museum	\$16,123.00	\$8,061.50
	\$167,800	\$83,900

FY24 BCAC Grant Funds Available: \$167,800.00

Howard County Arts Council
Transaction Report Detail - Baltimore City Arts & Culture
 July 2023 - June 2024

Date	Type	Num	Name	Memo/Description	Amount
09/18/2023	Check	28613	CENTER STAGE ASSOCIATES, INC	FY24 BCAC Award - 1st Installment	\$ 9,331.50
09/18/2023	Check	28614	AMERICAN VISIONARY ARTS MUSIUEM	FY24 BCAC Award - 1st Installment	\$ 2,617.00
09/18/2023	Check	28615	MARYLAND SCIENCE CENTER	FY24 BCAC Award - 1st Installment	\$ 8,245.00
09/18/2023	Check	28616	BALTIMORE MUSEUM OF INDUSTRY	FY24 BCAC Award - 1st Installment	\$ 5,808.50
09/18/2023	Check	28617	PORT DISCOVERY CHILDREN'S MUSEUM	FY24 BCAC Award - 1st Installment	\$ 6,054.50
09/18/2023	Check	28619	WALTERS ART MUSEUM,THE	FY24 BCAC Award - 1st Installment	\$ 8,061.50
09/18/2023	Check	28620	MARYLAND ZOO IN BALTIMORE	FY24 BCAC Award - 1st Installment	\$ 12,654.50
09/18/2023	Check	28621	BALTIMORE SYMPHONY ORCHESTRA	FY24 BCAC Award - 1st Installment	\$ 10,696.50
09/18/2023	Check	28622	BALTIMORE MUSEUM OF ART	FY24 BCAC Award - 1st Installment	\$ 11,525.50
09/18/2023	Check	28623	NATIONAL AQUARIUM	FY24 BCAC Award - 1st Installment	\$ 6,490.00
01/11/2024	Check	28899	CENTER STAGE ASSOCIATES, INC	FY24 BCAC Award - 2nd Installment	\$ 9,331.50
01/11/2024	Check	28900	AMERICAN VISIONARY ARTS MUSIUEM	FY24 BCAC Award - 2nd Installment	\$ 2,617.00
01/11/2024	Check	28901	MARYLAND SCIENCE CENTER	FY24 BCAC Award - 2nd Installment	\$ 8,245.00
01/11/2024	Check	28902	BALTIMORE MUSEUM OF INDUSTRY	FY24 BCAC Award - 2nd Installment	\$ 5,808.50
01/11/2024	Check	28903	PORT DISCOVERY CHILDREN'S MUSEUM	FY24 BCAC Award - 2nd Installment	\$ 6,054.50
01/11/2024	Check	28905	WALTERS ART MUSEUM,THE	FY24 BCAC Award - 2nd Installment	\$ 8,061.50
01/11/2024	Check	28906	MARYLAND ZOO IN BALTIMORE	FY24 BCAC Award - 2nd Installment	\$ 12,654.50
01/11/2024	Check	28907	BALTIMORE SYMPHONY ORCHESTRA	FY24 BCAC Award - 2nd Installment	\$ 10,696.50
01/11/2024	Check	28908	BALTIMORE MUSEUM OF ART	FY24 BCAC Award - 2nd Installment	\$ 11,525.50
01/11/2024	Check	28909	NATIONAL AQUARIUM	FY24 BCAC Award - 2nd Installment	\$ 6,490.00
04/16/2024	Check	29093	MARYLAND CENTER FOR HISTORY & CULTURE	FY24 BCAC Award - 1st Installment	\$ 2,415.50
04/23/2024	Check	29105	MARYLAND CENTER FOR HISTORY & CULTURE	FY24 BCAC Award - 2nd Installment	\$ 2,415.50
Total for 5050.05 HOCO BALTIMORE					\$ 167,800.00
Total HOCO BALTIMORE GRANTS DISBURSED					\$ 167,800.00

5050 GRANTS DISBURSED
 5050.05 HOCO BALTIMORE

FY24 Baltimore City Arts and Culture Attendance

Organization	Number of Individuals Served In-Person	Number of Individuals Served Virtually	Number of Howard County Individuals Served In-Person	Number of Howard County Individuals Served Virtually	Number of Artists Served
American Visionary Arts Museum	55,217	0	3,202	0	15
Baltimore Museum of Art	235,010	3,030	11,750	152	128
Baltimore Museum of Industry	41,841	11,822	6,276	1,773	0
Baltimore Symphony Orchestra	314,391	354	12,444	66	169
Center Stage	26,132	120	1,301	30	92
Chesapeake Shakespeare (Outreach Howard Only)	3,644	0	1,080	0	30
Maryland Center for History and Culture	23,756	39,161	1,948	3,133	2
Maryland Science Center	310,682	45,329	12,432	2,963	0
Maryland Zoo	382,716	6,229	47,421	445	1,292
National Aquarium	853,553	0	24,820	0	24
Port Discovery	189,817	0	4,715	0	7
The Walters Art Museum	111,590	366,945	8,927	25,947	42
	2,548,349	472,990	136,316	34,509	1,801

VII

**FY 2024 COMMUNITY ARTS DEVELOPMENT GRANT AWARDS DOCUMENTATION
FOR PROGRAMS SUPPORTED WITH COUNTY RE-GRANT FUNDS**

FY24 Community Arts Development

Organization	FY24 Award	FY24 Installments	FY24 JRT Award
Blossoms of Hope	\$5,961	\$2,980.50	
Candlelight Concert Society	\$45,000	\$22,500.00	
Columbia Bands	\$6,000	\$3,000.00	
Columbia Center for Theatrical Arts	\$56,655	\$28,327.50	
Columbia Festival	\$60,000	\$30,000.00	
Columbia Orchestra	\$48,345	\$24,172.50	\$5,500.00
Columbia Pro Cantare	\$27,376	\$13,688.00	\$3,213.00
First Evangelical Lutheran Church	\$6,000	\$3,000.00	
Glen Mar United Methodist	\$5,500	\$2,750.00	
HopeWorks of Howard County	\$6,000	\$3,000.00	
Howard County Chinese School	\$6,000	\$3,000.00	\$2,079.00
Howard County Concert Odyssey	\$5,000	\$2,500.00	
HoCoPolitSo	\$14,700	\$7,350.00	
Howard County Summer Theatre	\$5,913	\$2,956.50	
Kinetics Dance Theatre	\$31,500	\$15,750.00	\$6,200.00
Little Patuxent Review	\$5,913	\$2,956.50	
ManneqART	\$4,807	\$2,403.50	
Maryland Winds	\$6,000	\$3,000.00	
Misako Ballet Company	\$6,000	\$3,000.00	\$1,600.00
Muslim Family Center	\$6,000	\$3,000.00	
ShowTime Singers	\$5,500	\$2,750.00	
Silhouette Stages	\$6,000	\$3,000.00	
Sundays at Three	\$4,000	\$2,000.00	
Winter Growth	\$6,000	\$3,000.00	
	\$380,170.00	\$190,085.00	\$18,592.00

CAD Amount Available: \$398,762.00

Howard County Arts Council
Transaction Detail Report - HoCo CAD
 July 2023 - June 2024

6050 GRANTS DISBURSED
 6060.03 HOCO CAD

Date	Transaction type	Num	Name	Memo/Description	Amount
09/18/2023	Check	28824	HOWARD COUNTY POETRY & LITERATURE SOCIETY	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 7,350.00
09/18/2023	Check	28826	KINETICS DANCE THEATRE INC	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 16,760.00
09/18/2023	Check	28828	COLUMBIA ORCHESTRA	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 24,172.60
09/18/2023	Check	28827	COLUMBIA CENTER FOR THEATRICAL ARTS	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 28,327.60
09/18/2023	Check	28828	CANDLELIGHT CONCERT SOCIETY, INC	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 22,500.00
09/18/2023	Check	28829	COLUMBIA PRO CANTARE	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 13,688.00
09/18/2023	Check	28830	COLUMBIA FESTIVAL OF THE ARTS	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 30,000.00
09/18/2023	Check	28831	BLOSSOMS OF HOPE	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,880.50
09/18/2023	Check	28832	LITTLE PATUXENT REVIEW	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,856.50
09/18/2023	Check	28833	HOPEWORKS OF HOWARD COUNTY	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28834	MISAKO BALLET COMPANY	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28835	HOWARD COUNTY CHINESE SCHOOL	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28836	SILHOUETTE STAGES, INC	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28837	COLUMBIA BANDS	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28839	HOWARD COUNTY CONCERT ODYSSEY	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,600.00
09/18/2023	Check	28840	MARYLAND WINDS INC	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28841	SHOWTIME SINGERS	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,760.00
09/18/2023	Check	28842	HOWARD COUNTY SUMMER THEATER	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,968.50
09/18/2023	Check	28843	FIRST EVANGELICAL LUTHERAN CHURCH	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28844	SUNDAYS AT THREE, INC	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,000.00
09/18/2023	Check	28865	GLEN MAR UNITED METHODIST CHURCH	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,760.00
09/18/2023	Check	28846	WINTERGROWTH	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
09/18/2023	Check	28847	MANNEQART INC	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 2,403.50
01/11/2024	Check	28910	HOWARD COUNTY POETRY & LITERATURE SOCIETY	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 7,350.00
01/11/2024	Check	28911	KINETICS DANCE THEATRE INC	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 16,760.00
01/11/2024	Check	28912	COLUMBIA ORCHESTRA	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 24,172.60
01/11/2024	Check	28913	COLUMBIA CENTER FOR THEATRICAL ARTS	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 28,327.60
01/11/2024	Check	28914	CANDLELIGHT CONCERT SOCIETY, INC	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 22,500.00
01/11/2024	Check	28915	COLUMBIA PRO CANTARE	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 13,688.00
01/11/2024	Check	28916	COLUMBIA FESTIVAL OF THE ARTS	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 30,000.00
01/11/2024	Check	28917	BLOSSOMS OF HOPE	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,880.50
01/11/2024	Check	28918	LITTLE PATUXENT REVIEW	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,856.50
01/11/2024	Check	28919	HOPEWORKS OF HOWARD COUNTY	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28920	MISAKO BALLET COMPANY	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28921	HOWARD COUNTY CHINESE SCHOOL	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28922	SILHOUETTE STAGES, INC	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28923	COLUMBIA BANDS	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28924	MUSLIM FAMILY CENTER	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28925	HOWARD COUNTY CONCERT ODYSSEY	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,600.00
01/11/2024	Check	28926	Maryland Winds Inc	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28927	SHOWTIME SINGERS	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,760.00
01/11/2024	Check	28928	HOWARD COUNTY SUMMER THEATER	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,968.50
01/11/2024	Check	28929	FIRST EVANGELICAL LUTHERAN CHURCH	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28930	SUNDAYS AT THREE, INC	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,000.00
01/11/2024	Check	28931	GLEN MAR UNITED METHODIST CHURCH	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,760.00
01/11/2024	Check	28932	WINTERGROWTH	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 3,000.00
01/11/2024	Check	28933	MANNEQART INC	FY24 CAD AWARD - 2ND INSTALLMENT	\$ 2,403.50
01/24/2024	Check	28980	MUSLIM FAMILY CENTER	FY24 CAD AWARD - 1ST INSTALLMENT	\$ 3,000.00
Total for 6050.03 HOCO CAD					\$ 380,170.10
Total HOCO CAD GRANTS DISBURSE					\$ 380,170.10

FY24 CAD Attendance

Organization	Individuals Served In-Person	Individuals Served Virtually	Artists Served	Maryland Artists	Howard County Artists	Artists Outside MD	Volunteer Hours
Blossoms of Hope	1,200	0	150	146	98	4	250
Candlelight Concert Society	3,454	0	34	4	1	30	300
Columbia Bands	6,844	109,423	160	160	148	0	100
Columbia Center for Theatrical Arts	17,263	0	110	105	100	5	100
Columbia Festival of the Arts	58,512	0	281	134	14	147	378
Columbia Orchestra	9,894	0	249	247	202	2	40,000
Columbia Pro Cantare	1,172	0	344	339	5	5	7,344
First Evangelical Lutheran Church	685	0	150	150	35	0	2,150
Glen Mar United Methodist Church	1,010	0	0	34	Unknown	0	250
HopeWorks of Howard County	330	2,360	279	260	154	19	10
Howard County Chinese School	700	4,000	46	45	40	1	300
Howard County Concert Odyssey	360	0	55	40	35	15	20
HoCoPolItSo	2,339	103,500	41	27	8	14	382
Howard County Summer Theatre	2,561	0	107	107	96	0	10,444
Kinetics Dance Theatre	2,456	0	49	48	15	1	1827
Little Patuxent Review	340	100	70	25	3	45	945
ManneqART	9,200	0	25	24	20	1	650
Maryland Winds	3,042	0	101	85	22	16	625
Misako Ballet Company	4,510	0	28	26	13	2	443
Muslim Family Center	225	0	10	9	7	1	500
ShowTime Singers	1,000	0	41	41	20	0	2,500
Silhouette Stages	2,032	0	125	125	50	0	5,000
Sundays at Three	1,372	0	32	31	5	1	808
Winter Growth	70	0	2	2	2	0	630
	130,571	219,383	2,489	2,214	1,093	309	75,956

FY24 CAD Diversity

Organization	INDIVIDUAL PARTICIPATION										ARTIST PARTICIPATION									
	African American	Hispanic/Latino	Asian American	White or Caucasian	Other	Total	African, Black	American Indian	Asian American	Hispanic/Latino	Medican American, Chicano	Native Hawaiian	Pacific Islander	White or Pacific Islander	Other	Total				
Blossoms of Hope	20.00%	0.00%	15.00%	10.00%	10.00%	100.00%	15.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Candlelight Concert Society	Organization does not track					0.00%										0.00%				
Columbia Bands	10.00%	1.00%	5.00%	76.00%	0.00%	100.00%	5.00%	0.00%	3.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	95.00%				
Columbia Center for Theatrical Arts	35.00%	0.00%	10.00%	44.00%	0.00%	100.00%	45.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Columbia Festival of the Arts	38.00%	0.00%	11.00%	33.00%	11.00%	100.00%	16.00%	1.00%	21.00%	3.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Columbia Orchestra	Did not track					0.00%										0.00%				
Columbia Pro Cantare	5.00%	0.00%	3.00%	91.00%	0.00%	100.00%	10.00%	0.00%	12.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
First Evangelical Lutheran Church	8.00%	0.00%	3.00%	87.00%	0.00%	100.00%	9.00%	0.00%	6.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Glen Mar United Methodist Church	10.00%	0.00%	10.00%	70.00%	0.00%	100.00%	2.00%	0.00%	2.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
HopeWorks of Howard County	48.00%	0.00%	2.00%	47.00%	1.00%	100.00%	32.00%	0.00%	8.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Howard County Chinese School	3.00%	0.00%	72.00%	25.00%	0.00%	100.00%	25.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Howard County Concert Odyssey	10.00%	0.00%	5.00%	78.00%	0.00%	100.00%	30.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
HoCoPolitsO	35.00%	0.00%	24.00%	30.00%	7.00%	100.00%	10.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Howard County Summer Theatre	10.00%	0.00%	6.00%	81.00%	0.00%	100.00%	25.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Kinetics Dance Theatre	15.00%	0.00%	30.00%	40.00%	0.00%	100.00%	10.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Little Paxuxent Review	10.00%	0.00%	15.00%	70.00%	0.00%	100.00%	20.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
MamneqART	40.00%	0.00%	5.00%	50.00%	0.00%	100.00%	5.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Maryland Winds	32.00%	0.00%	8.00%	69.00%	0.00%	100.00%	5.00%	0.00%	8.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Misako Ballet Company	15.00%	0.00%	35.00%	32.00%	0.00%	100.00%	4.00%	0.00%	18.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Musifim Family Center	26.00%	0.00%	50.00%	24.00%	0.00%	100.00%	26.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
ShowTime Singers	5.00%	0.00%	10.00%	80.00%	0.00%	100.00%	3.00%	0.00%	7.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Silhouette Stages	Did not track					0.00%	Did not track									0.00%				
Sundays at Three	10.00%	0.00%	10.00%	70.00%	0.00%	100.00%	15.00%	0.00%	5.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Winter Growth	27.00%	0.00%	4.00%	65.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%				
Averages	18.19%	0.05%	15.86%	6.67%	0.24%	0.43%	56.86%	1.14%	0.05%	12.91%	4.05%	0.14%	0.00%	0.14%	67.68%	0.41%				

VIII

**FY 2024 CAD-OTHER GRANT AWARDS DOCUMENTATION FOR PROGRAMS SUPPORTED WITH COUNTY
RE-GRANT FUNDS FROM HOWARD COUNTY**

FY24 HoCo CAD Other

FY24 JRT Subsidy Awards

Organization	FY24 Subsidy Award
Columbia Orchestra	\$5,500.00
Columbia Pro Cantare	\$3,213.00
Howard County Chines School	\$2,079.00
Kinetics Dance Theatre	\$6,200.00
Misako Ballet Company	\$1,600.00
	\$18,592

Amount Available: \$18,592

FY24 Creative Howard Awards

Organization	Award
Coral Reef Encounter	\$2,500

Amount Available: \$2,500

Howard County Arts Council
Transaction Report Detail - HoCo CAD-Other
 July 2023 - June 2024

Date	Transaction type	Num	Name	Memo/Description	Amount
11/01/2023	Check	28735	KINETICS DANCE THEATRE INC	JRT Subsidy Payment 10/13 & 10/14	\$ 2,200.00
11/01/2023	Check	28736	HOWARD COUNTY CHINESE SCHOOL	JRT Subsidy Payment 10/15/23	\$ 2,079.00
11/01/2023	Check	28740	COLUMBIA ORCHESTRA	JRT Subsidy Payment 10/6 & 10/7	\$ 1,400.00
01/02/2024	Check	28849	COLUMBIA ORCHESTRA	JRT Subsidy Payment 12/1 - 12/2, 2023	\$ 1,400.00
01/02/2024	Check	28850	COLUMBIA PRO CANTARE	JRT Subsidy for 11/30, 12/2, 12/3, 2023	\$ 2,270.00
03/05/2024	Check	29026	COLUMBIA ORCHESTRA	JRT Subsidy Payment 2/16-17, 2024	\$ 1,300.00
03/05/2024	Check	29027	COLUMBIA ORCHESTRA	JRT Subsidy Payment 2/2-3, 2024	\$ 1,400.00
04/03/2024	Check	29072	CORAL REEF ENCOUNTER	FY24 Creative Howard Grant	\$ 2,500.00
05/14/2024	Check	29187	COLUMBIA PRO CANTARE	JRT Subsidy Payment 5/3/24 & 5/4/24	\$ 943.00
06/12/2024	Check	29297	KINETICS DANCE THEATRE INC	JRT Subsidy payment 5/31 - 6/2/24	\$ 4,000.00
06/26/2024	Check	29391	MISAKO BALLET COMPANY	JRT Subsidy Payment 6/7 - 6/8/24	\$ 1,525.00
06/26/2024	Check	29392	MISAKO BALLET COMPANY	JRT Subsidy Payment 6/20 - 6/22/24	\$ 75.00
Total for 5050.04 HOCO CAD-OTHER					\$ 21,092.00
Total HOCO CAD - OTHER GRANTS DISBURSED					\$ 21,092.00

5050 GRANTS DISBURSED
 5050.04 HOCO CAD-OTHER

Total for 5050.04 HOCO CAD-OTHER

Total HOCO CAD - OTHER GRANTS DISBURSED

**FY 2024 OUTREACH HOWARD GRANT AWARDS DOCUMENTATION FOR PROGRAMS SUPPORTED
WITH RE-GRANT FUNDS FROM HOWARD COUNTY**

FY24 Outreach Howard

Organization	FY24 Award	FY24 Installment (1)	FY24 Installment (2)
American Visionary Art Museum	\$2,204.00	\$1,057.00	\$1,147.00
Baltimore Symphony Orchestra	\$13,567.00	\$6,505.50	\$7,061.50
Chesapeake Shakespeare Company	\$12,489.00	\$5,989.00	\$6,500.00
Maryland Science Center	\$4,660.00	\$2,234.50	\$2,425.50
Maryland Zoo	\$5,332.00	\$2,557.00	\$2,775.00
Port Discovery Children's Museum	\$3,848.00	\$1,845.00	\$2,003.00
	\$42,100.00	\$20,188.00	\$21,912.00

OH Amount Available: \$42,100

Howard County Arts Council
Transaction Report Detail - HoCo Outreach Howard
 July 2023 - June 2024

Date	Transaction type	Num	Name	Memo/Description	Amount
08/18/2023	Check	28648	CHESAPEAKE SHAKESPEARE COMPANY	FY24 HOCO Outreach AWARD - 1st INSTALLMENT	\$ 5,989.00
09/19/2023	Check	28649	BALTIMORE SYMPHONY ORCHESTRA	FY24 HOCO Outreach AWARD - 1st INSTALLMENT	\$ 6,505.50
08/18/2023	Check	28650	MARYLAND ZOO IN BALTIMORE	FY24 HOCO Outreach AWARD - 1st INSTALLMENT	\$ 2,557.00
08/18/2023	Check	28651	AMERICAN VISIONARY ARTS MUSEUM	FY24 HOCO Outreach AWARD - 1st INSTALLMENT	\$ 1,057.00
09/18/2023	Check	28652	MARYLAND SCIENCE CENTER	FY24 HOCO Outreach AWARD - 1st INSTALLMENT	\$ 2,234.50
09/18/2023	Check	28654	PORT DISCOVERY CHILDRENS MUSEUM	FY24 HOCO Outreach AWARD - 1st INSTALLMENT	\$ 1,845.00
01/11/2024	Check	28935	CHESAPEAKE SHAKESPEARE COMPANY	FY24 HOCO Outreach AWARD - 2ND INSTALLMENT	\$ 6,500.00
01/11/2024	Check	28936	BALTIMORE SYMPHONY ORCHESTRA	FY24 HOCO Outreach AWARD - 2ND INSTALLMENT	\$ 7,061.50
01/11/2024	Check	28937	MARYLAND ZOO IN BALTIMORE	FY24 HOCO Outreach AWARD - 2ND INSTALLMENT	\$ 2,775.00
01/11/2024	Check	28938	AMERICAN VISIONARY ARTS MUSEUM	FY24 HOCO Outreach AWARD - 2ND INSTALLMENT	\$ 1,147.00
01/11/2024	Check	28939	MARYLAND SCIENCE CENTER	FY24 HOCO Outreach AWARD - 2ND INSTALLMENT	\$ 2,425.50
01/11/2024	Check	28940	PORT DISCOVERY CHILDRENS MUSEUM	FY24 HOCO Outreach AWARD - 2ND INSTALLMENT	\$ 2,003.00
					<u>\$ 42,100.00</u>
					<u>\$ 42,100.00</u>

5050 GRANTS DISBURSED
 5050.06 HOCO OUTREACH HOWARD

Total for 5050.06 HOCO OUTREACH HOWARD
 Total HOCO OUTREACH HOWARD GRANTS DISBURSED

X

FY24 ARTSITES PROGRAM DOCUMENTATION SUPPORTED WITH COUNTY RE-GRANTS FUNDS

FY24 ARTsites Disbursements

Individual Arts Awards

Artist	Site	1st Installment		2nd Installment		Total	Program Expenses
		July, 2023	June, 2024	July, 2023	June, 2024		
Bobby Donovan	Savage Mill	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		SignageCheck # 28537 \$3,471.38
Bobby Donovan	Howard Community College	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		Otocast Check # 28494 \$500.00
David Friedheim	Central Branch-HoCo Library	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		Postage \$50.00
Craig Gray	George Howard Building	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		Brochure Printing (cc) \$853.17
Elliott Hamilton	Robinson Nature Center	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		Brochure Design Check # 28657 \$525.00
Cathrin Hoskinson	HCPSS Admin. Building	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		Mileage \$382.13
Ray Katz	Slayton House	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		
Sally Myers	Clarksville Commons	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		
Sookkyung Park	Merrivether Park	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		
Richard Pitts	COPT	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		
Chris Plaisted	HoCo Medical Center	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		
Kirk Seese	Gary J. Arthur Community Ce	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00		Expense Total \$5,781.68
		\$18,000.00	\$18,000.00	\$18,000.00	\$36,000.00		

Howard County FY24 Re-Grant Funds approved for use of Artsites, a one-year outdoor sculpture exhibit at sites throughout the County from August 2023-July 2024

XI

FY24 DESIGNATED GRANT TO MERRIWEATHER ARTS AND CULTURE CENTER

**HOWARD COUNTY ARTS COUNCIL
FY2024 GRANT AGREEMENT
WITH THE MERRIWEATHER ARTS AND CULTURE CENTER**

This Grant Agreement (this "Agreement") is entered this day 10/11, 2023, by and between HOWARD COUNTY ARTS COUNCIL, INC. (hereinafter the "HCAC") and the MERRIWEATHER ARTS AND CULTURE CENTER (hereinafter the "Grantee").

RECITALS

A. WHEREAS, Howard County, MD has authorized and provided the HCAC with funds to re-grant to Grantee in the form of a direct pass-through grant to support the Grantee's mission and the expansion of Grantee's programs and operations in FY2024;

B. WHEREAS, the HCAC has agreed to provide, and the Grantee wishes to accept, these funds subject to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the premises and the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the HCAC and the Grantee agree as follows:

I. TERM OF AGREEMENT

This Agreement shall become effective upon the signing of this Agreement by the HCAC and the Grantee. Unless sooner terminated, this Agreement shall remain in effect through June 30, 2024.

II. GRANT AMOUNT

The HCAC agrees to provide the Grantee with funds for Fiscal Year 2024 in an amount not to exceed **Two Hundred and Thirty Thousand Dollars (\$230,000.00)** (the "Grant").

III. USE OF GRANT FUNDS

The Grantee will use the requested funds to support their mission and the expansion of operations and programming.

IV. DISBURSEMENTS

The HCAC shall disburse the Grant in two equal payments directly to the Grantee. The first payment will be made within 30 days of the execution of this Agreement, contingent upon receipt of funds from Howard County, MD. The second payment will be made in February, contingent upon receipt of funds from Howard County, MD.

V. REPORT

The Grantee shall provide the HCAC with a final impact report on the Grantee's use of the Grant on or before July 15, 2024. If Grantee fails to submit the Final Report by the due date, the Grantee will not be in good standing with the HCAC and future grant requests may not be considered.

Upon request, the Grantee shall also provide HCAC with reports or information regarding the Grant as the HCAC or Howard County, MD may require from time to time.

VI. UNUSED FUNDS

Grantee shall repay to HCAC any Grant funds not spent or obligated by the Grantee on or before June 30, 2024.

VII. RECORDS

Records are to be maintained for a minimum period of three (3) years. The Grantee shall maintain sufficient records to enable the HCAC or Howard County, MD to determine whether the Grantee has met the requirements of this Agreement. This Section VII shall continue to survive and be enforceable following termination of this Agreement.

VIII. DEFAULT, REPAYMENT AND REMEDIES

A. Default. A default shall consist of (i) any use of the Grant funds for any purpose other than authorized by this Agreement; or (ii) any material breach of any covenant, agreement, provision, representation, or warranty of the Grantee which was made in this Agreement.

B. Upon the occurrence of any default, the HCAC may immediately suspend the Grantee's authority to receive any Grant funds at any time by notice to the Grantee pending correction of the deficiency.

C. Withholding of Further Grants. If a default occurs, the HCAC may without further awards of Grant funds to the Grantee pending correction of the deficiency.

D. Notice and Cure. If a default occurs, the HCAC shall provide written notice to the Grantee to cure the default, and the Grantee shall have thirty (30) days from the date the HCAC notice was postmarked to cure the default. After the conclusion of the 30-day period, if the Grantee has not cured the default to the satisfaction of the HCAC, the HCAC may terminate this Agreement.

E. Termination. In the event of termination,

(1) The Grantee's authority to request a disbursement shall cease and the Grantee shall have no right, title or interest in or to any of the Grant funds not disbursed; and

(2) the HCAC may immediately demand repayment of all or a portion of the Grant funds which have been disbursed; and

(3) the HCAC's remedies of withholding disbursement and of obtaining repayment as described in paragraphs (1) and (2) above may be exercised contemporaneously with remedies pursuant to Section F below, and all such rights shall survive any termination of this Agreement.

D. Other Remedies. If a default occurs, the HCAC, and/or Howard County, MD, may at any time proceed to protect and enforce all rights available to the HCAC, and/or Howard County, MD, by suit in equity, action at law, or by any other appropriate proceedings, which rights and remedies shall survive the termination of this Agreement.

IX. GRANTEE'S CERTIFICATIONS

The Grantee certifies to the HCAC that:

- A. The Grantee is a duly organized and validly existing nonprofit entity under Maryland law, and has all requisite power and authority to enter into this Agreement; and
- B. This Agreement has been duly authorized, executed and delivered by the Grantee in such manner and form as to comply with all applicable laws to make this Agreement the valid and legally binding act and agreement of the Grantee.
- C. Grantee shall publicly advertise to the general public the services it provides via its website (merriweatherarts.org) and social media pages.

X. MONITORING

For the purposes of monitoring this Agreement and determining whether Grantee is complying with this Agreement, the HCAC, and/or Howard County, MD, shall have access to and the right to examine any books, accounts, and/or records of the Grantee.

XI. AUDIT AND INSPECTIONS

A. **Financial Audit.** As requested by the HCAC, the Grantee shall have an annual audit performed of its financial statements and a Final Report on Grantee's use of the Grant. The audit is to be conducted in accordance with generally accepted auditing standards at the end of each fiscal year in which funds are received from the HCAC. Grantee shall submit a copy of the audit and the Final Report to the HCAC.

B. **Audits and Inspections.** All Grantee financial records shall be made available to the HCAC and Howard County, MD or their duly authorized representatives at any time during normal business hours, as often as the HCAC, and/or Howard County, MD, deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Grantee within 30 days after receipt by the Grantee.

C. **Failure to Comply.** Failure of the Grantee to comply with the above requirements in this Section XI will constitute a violation of this Agreement and may result in the withholding of future payments and other available remedies.

XII. LEGAL COMPLIANCE

The Grantee covenants that it shall comply with all applicable federal, state, and local laws and regulations. The Grantee acknowledges and agrees that it is responsible for knowing and understanding all applicable federal, state, and local laws and regulations.

XIII. INSURANCE

The Grantee shall obtain and maintain general liability insurance as necessary to protect the Grantee, the HCAC, and Howard County, MD from any legal action, tort, contract, or other liability which may be raised against the Grantee, the HCAC, and Howard County, MD.

Grantee shall provide the HCAC with evidence of Insurance as the HCAC and Howard County, MD may require.

XIV. EQUAL EMPLOYMENT OPPORTUNITY

The Grantee certifies that it now complies and will continue to comply with all applicable federal, state, and local laws and regulations pertaining to equal opportunity and equal employment practices, including but not limited to the Americans with Disabilities Act of 1990, and Title 12 Subtitle 2 of the County Code.

By executing this Agreement, the Grantee agrees and affirms that it accepts and will conform to the following:

The Grantee will not discriminate against any employee, applicant for employment or program participant because of race, creed, religion, disability, color, sex, national origin, age, occupation, marital status, political opinion, sexual orientation, personal appearance, familial status, source of income, or gender identity or expression.

The Grantee will take affirmative action to ensure that applicants, employees and participants in a program are treated equally without discrimination.

Upon request, the Grantee will submit to the HCAC information relating to its operations and programs, with regard race, creed, religion, disability, color, sex, national origin, age, occupation, marital status, political opinion, sexual orientation, personal appearance, familial status, source of income, or gender identity or expression.

XV. LIABILITY LIMITATIONS

By this Agreement, the parties expressly acknowledge that the Grantee is not acting as an agent for the HCAC or Howard County, MD but is acting in the capacity of an independent contractor. In addition, the Grantee agrees to indemnify and save the HCAC, Howard County, MD and their agents or employees harmless from and against all claims, actions, damages, liability and expense, including attorney's fees, relating to loss of life, personal injury and/or damage to property arising from or out of the performance of its responsibility as stated in this Agreement, or occasioned in whole or in part by any act of omission of the Grantee, its agents or employees. This Section XIV shall continue to survive and be enforceable following termination of this Agreement.

XVI. CONFLICT OF INTEREST

The Grantee certifies that the authorized representative of the Grantee who is executing this Agreement has read and understands the provisions of Section 901(a) of the Howard County Charter dealing with conflicts of interest and Section 22.204 of the Howard County Code dealing with conflicts of interest.

XVII. NOTICES

All notices, requests, approvals and consents of any kind made pursuant to this Agreement shall be in writing. Communication and details concerning this Agreement shall be directed to the following representatives:

Merrlweather Arts and Culture Center
Contact: Ian Kennedy
Title: Executive Director
Address: 10475 Little Patuxent Parkway
City, State, Zip: Columbia, MD 21044
Telephone: 443-741-1974
E-Mail: ian@merrlweatherarts.org

Howard County Arts Council, Inc.
Contact: Coleen West
Title: Executive Director
Street Address: 8510 High Ridge Road
City, State, Zip: Ellicott City, MD 21043
Telephone: 410-313-2787
E-Mail: coleen@hocoarts.org

XVIII. AMENDMENT

All conditions pertaining to this Agreement shall be binding and no verbal modifications by either party shall be enforceable. Amendments to this Agreement must be in writing and executed by both parties.

XIX. MEDIA AND PRINTED MATERIALS

Grantee must acknowledge the Grant in appropriate promotional and reporting materials. When acknowledged in list form, both the Howard County Government and the Howard County Arts Council should be acknowledged. When acknowledged in sentence form the phrase "Howard County Arts Council through a grant from Howard County Government" should be used. To acknowledge the Howard County Arts Council and Howard County Government in logo form please contact grantsandprojects@hocarts.org

XX. MISCELLANEOUS

- A. **Funding.** The contractual obligation of the HCAC under this Agreement is contingent upon the receipt of appropriated funds from Howard County, MD which payment for this Agreement can be made.
- B. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Maryland.
- C. **Severability.** If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

XXI. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding between the parties. This Agreement supersedes any and all prior understandings and agreements, written or oral, between the HCAC and the Grantee. No subsequent agreements or modifications hereof,

whether expressed or implied, shall bind the parties unless the same be in writing and signed by the parties.

AGREED TO:

ATTEST:

By: 

MERRIWEATHER ARTS AND CULTURE CENTER

By: 

Ian Kennedy, Executive Director

Date Signed: 10/10/2023

ATTEST:

By: 

HOWARD COUNTY ARTS COUNCIL, INC.

By: 

Coleen West, Executive Director

Date Signed: 10/11/2023

HOWARD COUNTY ARTS COUNCIL – FY2024 GRANT FINAL REPORT
WITH MERRIWEATHER ARTS AND CULTURE CENTER
FOR THE USE OF HOWARD COUNTY DESIGNATED FUNDS

Applicant Profile

Organization Name	Downtown Columbia Arts and Culture Commission dba Merriweather Arts and Culture Center
Address	10475 Little Patuxent Parkway, Columbia, MD 21044
Authorized Official	Ian Kennedy
Primary Contact & Title	Ian Kennedy, Executive Director
Phone & Email	443-472-3559, ian@merriweatherarts.org
Congressional, State House, and State Senate Districts	Congress: 03 State: 12
FEIN / Tax ID #	46-3894828
Date Organization Formed	February 6, 2013
Fiscal Year End Date	12/31
DUNS #	117173578
UEI Number	FF7UH65NNZT2
Web Address	www.merriweatherarts.org

HOWARD COUNTY ARTS COUNCIL – FY2024 GRANT FINAL REPORT
WITH MERRIWEATHER ARTS AND CULTURE CENTER
FOR THE USE OF HOWARD COUNTY DESIGNATED FUNDS

Final Report Information And Supplemental Materials

This report is due by July 15, 2024 at 11:59 PM

An up-to-date financial statement from the most recent fiscal year, signed by the Organization's fiscal officer or professional accountant must accompany the report.

If your organization receives a grant of \$10,000 or more, you must provide the name and credentials of your bookkeeping or accounting service.

If your organization receives a grant of \$15,000 or more and has an annual operating budget under \$500,000, a professional financial review must be filed.

If your organization receives a grant of \$15,000 or more and has an annual operating budget of \$500,000 or over, a professional audit must be filed.

Additionally, please attach publicity materials and indicate where the Howard County Arts Council and Howard County Government are acknowledged in those materials.

Future applications will not be considered unless the complete final report is submitted. After your final report is reviewed, you may be asked to clarify or augment information.

Primary Contact Person for Grant Correspondence: Ian Kennedy

Phone Number: 443-472-3559

Email: ian@merriweatherarts.org

Mission Statement (Maximum 500 Words)

Mission: The Merriweather Arts and Culture Center is a not-for-profit community organization dedicated to **growing arts, culture and community in Merriweather Post Pavilion and throughout Downtown Columbia.** As owners of Merriweather Post Pavillon, we work to **enhance this cultural centerpiece** and the community that surrounds it through artistic and community programs and stewardship. **In collaboration with** community partners, businesses, government, and educational institutions, **we produce, present and promote artistic and learning programs that engage, uplift, and inspire.**

Vision: Our vision is to **lead** a thriving cultural ecosystem in Downtown Columbia where our local, regional, and global communities come together to celebrate the best of our cultures and experience the joy and wonder of the arts. Through a constellation of places and programs, Downtown Columbia is a place where art happens regularly, spontaneously, and inclusively.

HOWARD COUNTY ARTS COUNCIL – FY2024 GRANT FINAL REPORT
WITH MERRIWEATHER ARTS AND CULTURE CENTER
FOR THE USE OF HOWARD COUNTY DESIGNATED FUNDS

Narrative

Please describe to what extent this grant supported your mission and the expansion of your programs and operations. Describe any changes in your operations. Describe the aspect of grant activities that were successful and how this was evaluated. (maximum 3000 words)

The Downtown Columbia Arts and Culture Commission—doing business as and hereinafter referred to as the Merriweather Arts and Culture Center—has experienced significant programmatic and operational growth in the last year, introducing new and expanded programs, developing more robust partnerships, and adding personnel in both staff and contracting positions. This growth has enabled MACC to serve more residents in more places and with more dynamic programs than in any year previously in our organization's existence, and it has also helped to bolster the arts and culture ecosystem in Downtown Columbia, a key goal for the organization.

For the purposes of this report, programmatic activities encompass the period of July 1, 2023 to June 30, 2024, while the financial activities encompass the calendar year of 2023. MACC operates on a calendar-year fiscal year. This section is divided into two sections: Operations and programming.

Operations:

The most notable change in MACC's operations was the creation of a Director of Programming position and the hiring of Dave Simmons in that role. Dave brought extensive experience in arts and community programming, as well as many important partnerships. In Dave's prior role with the Columbia Festival of the Arts, we had collaborated on many projects, so he was able to jump right into the work of MACC early in 2024.

With Dave on board, MACC was able to further refine the roles of its staff—allowing our current Program Manager to focus more on our youth and educational programming and our Executive Director to focus more on fundraising and partnership development. Additionally, Dave's experience and mentorship benefited everyone on the team.

In addition to this new position, MACC expanded its internship program to provide more opportunities for young, aspiring arts professionals to gain great on-the-job experience and a look behind the scenes of producing events while also helping MACC's small team accomplish big things. MACC's interns have had opportunities to learn many aspects of programming and production, and they were critical to the success of MACC's programs—one of our interns ran the lighting rig for our Howard County Youth Orchestra concert at Merriweather in April!

As MACC's programming grew this year and as we took over some programming and production activities from the Columbia Festival of the Arts, we also formalized our agreement with the IATSE Local #19 and brought on an experienced production crew to support our programs. This crew—the same that has worked with CFA for decades—brings with it both a tremendous amount of experience and also a commitment to the Columbia community.

With added staff and expanded operations, it was important for MACC to invest in its organizational structure and administration. On a board level, MACC's Board of Directors created a handful of new committees to provide better guidance and feedback to staff in key areas like communications, strategic planning, and finance. On a staff

**HOWARD COUNTY ARTS COUNCIL – FY2024 GRANT FINAL REPORT
WITH MERRIWEATHER ARTS AND CULTURE CENTER
FOR THE USE OF HOWARD COUNTY DESIGNATED FUNDS**

level, MACC worked with a Human Resources consultant and our attorneys to develop our first Employee Handbook. Likewise, we refined our staffing roles and formalized key aspects of our internship program.

One area of organizational development that took a lot of our time and energy but ultimately did not come to pass was a potential merger with or acquisition of the Columbia Festival of the Arts. The boards of both organizations engaged in many positive and fruitful discussions and have largely agreed on some of the main points of this proposal, but ultimately the timing was not right. In lieu of this merger, the organizations agreed to have MACC produce Lakefest on behalf of CFA while the merger negotiations were paused. Following the successful execution of Lakefest, those conversations are restarting.

Lastly, from an operational perspective, MACC has been able to have such a successful year because we have developed strong and fruitful partnerships with key organizations that allow us to focus on what we do best—producing live performances—while our partners can assist with other aspects of the events. Whether at the Lakefront, Color Burst Park, Merriweather Post Pavilion, or in our local schools, MACC’s partners—including HCPSS, the Howard County Library System, the Columbia Association, the Howard Hughes Corporation, and our tenant at Merriweather, It’s My Amphitheater, Inc.—provide key operational support in the form of event staffing, marketing, security, set up, logistics, and more that ensure a safe and successful event for all attendees. This also allows MACC to focus our investments on the quality of the artists and production that we present. This model works well for MACC and provides a strong and stable foundation for growth and impact.

Programming

This was MACC’s biggest year of programming to date. From the period of July 1, 2023 to June 30, 2024, MACC estimates that we had a total attendance at our programs and events of about 40,000 and engaged more than 350 artists across all programs during that time period. This was a year in which MACC continued and refined its existing programs, developed new ones, and worked with partners to improve, enhance, and help reimagine their events.

On the “new” front, MACC’s biggest new program is also the most established community arts festival, the Columbia Festival of the Arts’ Free LakeFest Weekend. Held during its traditional mid-June weekend, MACC’s team was able to successfully plan, coordinate, and execute a stellar event with a lineup featuring artists from Columbia, the region, and around the world.. As in previous years, the festival’s mainstage featured musical performances from a wide variety of genres including jazz, African, Latin, blues, indie rock, bluegrass, soul, R&B and more. This year’s juried Fine Arts & Crafts show included more than 50 visual artists from throughout the region selling and displaying their one-of-a-kind works. It should be noted that this year’s show featured quite a number of new visual artists who reported strong sales throughout the weekend in post event surveys. In addition to all the music and visual arts, LakeFest again offered quite a number of hands-on activities and performances for families. Featured activities included multiple performances from Black Cherry Puppet Theatre, as well as free projects offered by KidzArt Howard County, Roll Up & Dye, Pinot’s Palette, and the Horizon Foundation. A highlight again this year was the Painted Umbrella community art project presented in partnership with CA’s Columbia Art Center. This year members of the community were invited to paint an umbrella along the lines of the theme of

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“Community, Culture, Connection.” This year’s show featured more than 70 umbrellas displayed throughout the weekend along the shore of Downtown Columbia Lakefront.

With these performances and activities for the young and young at heart, this year’s Lakefest represented the best of community programming and a sound and smooth transition on the production front from CFA to MACC. It didn’t hurt that the weather for the weekend was stellar, with the one exception being a thunderstorm on Friday night that forced us to shut down the headliner early. True to the Columbia spirit of being a place where people of all socioeconomic backgrounds can come and connect with each other, Lakefest’s audience for the free three-day event was diverse in all respects. The cross-cultural connections were obvious and poignant when, on the final day, performers from the Washington Traditional Chinese Orchestra and the bluegrass band Po Ramblin’ Boys met up in the green room for an impromptu jam session of traditional American folks songs. Said the guitar player for Po Ramblin Boys: “We didn’t speak the same language, but when he said ‘D-minor’ I knew we’d figure it out.”

In addition to producing Lakefest on behalf of CFA, MACC also assumed production responsibilities for the signature nights of “Lakefront Live”, the Columbia Association’s summer-long series of concerts featuring artists and production of an intentionally higher quality. Prior to July 1, MACC produced two Lakefront Live events—the first on June 1 featuring The Boneshakers with special guest Deanna Bogart and the second on June 19 for Juneteenth featuring local dance performances by the B. Funk Dance Academy and Wilde Lake High School Step Team as well as a headline set by the DuPont Brass Band (DuPont Brass also participated in a music business workshop for teens in May that we hosted). Both Lakefront Live events thus far were very well attended, well produced, and featured performances the crowds loved.

MACC also assumed production responsibilities for a small performance as part of the Columbia Art Center’s “Beyond the Blues” exhibition in February. Washington, DC-based singer-songwriter Carly Harvey performed in the Art Center’s intimate space in front of a full house, with rave reviews from guests and partners.

With respect to MACC’s established programs that were expanded or enhanced last year, there are many examples. Notably, our biggest self-produced and presented event each year—our annual collaboration with HCPSS’s Howard County Youth Orchestra and a touring artist at Merriweather—included a few new aspects this year. First and foremost, the headlining act, Tank and the Bangas, performed music that was significantly more complex than last year’s artist, Guster. Additionally, the opening act—Austin Antoine, a Los Angeles-based performer who grew up in Howard County—not only performed with HCPSS’s All County Gospel Choir but also performed at four local high schools during the week before each show. As part of these in-school engagements, Antoine talked about his experiences as a working artist and answered many, many questions from students. This event was again successful from an artistic and audience perspective and we are already looking ahead to 2025.

In addition to Antoine’s in-school performances, MACC also hosted a week-long school-based artist residency featuring Las Cafeteras from Los Angeles. No strangers to Columbia, Las Cafeteras have performed at Lakefest and as part of our Amped in the Park concert series in past years, and in March of 2024, they performed for students in seven elementary and middle schools ahead of a culminating free community concert at Oakland Mills High School at the end of their residency. As part of our partnership with HCPSS, we worked with their music department to

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identify schools that would most benefit from having bi-lingual artists perform and the response from students—particularly those who speak Spanish—was tremendous. Teachers and administrators shared glowing positive feedback, and many of the students were awed by both the performances and also the magnetic personalities of the artists in Las Cafeteras. We also partnered with Luminus to ensure that our marketing for the free community concert was available in both English and Spanish and to ensure that we were engaging members of our community who may not already be plugged into the local arts community.

Another established program that grew over the last year is our work with teens. In addition to several teen focused events—including a back-to-school movie and game night, a free walk-through night at Symphony of Lights, and supporting a battle of the bands, MACC’s most lasting enhancement of its teen program is the establishment and formalization of a standing Teen Council made of up youth from across Howard County that helps us to conceive, plan, and produce our teen-focused programs and provides critical feedback about all of our work. This group meets monthly at Merriweather Post Pavilion and has developed some great programming concepts that we are implementing later this summer.

Rounding out MACC’s programming for the past year included the return of its Merriweather Movie Night series, again geared towards families with titles like “Frozen Singalong” and “Black Panther”. Looking ahead, MACC is exploring ways to reimagine this program—its longest running—in light of the numerous other free outdoor movie options and the busy summer calendar of MACC and Merriweather programs. And finally, MACC again facilitated and provide key production and operational support for the Battle of the Books, the annual celebration of reading presented by the Howard County Library System and HCPSS. This year was the biggest yet and it went off without a hitch at Merriweather Post Pavilion.

In all, MACC’s year featured events and programs that were well-planned, well-produced, well-attended, and well-received. Our partnerships were strengthened and deepened, and we engaged new parts of our community and remained connected with the audience we’ve already built. Lastly, this year featured many opportunities for community connection and the bridging of different cultures—a true testament to the transformative power of the arts.

Please describe the aspects of the grant activities that were challenging and how the organization solved or will solve these challenges. (maximum 3000 words)

While this was a very successful year, it was not without challenges. Among them, are:

- “Growing Pains”: As MACC continues to grow, adding and expanding programs and staff, there will be new and unforeseen challenges related to this growth. Specifically, clarifying and refining roles and responsibilities, ensuring open and thorough communication, and making sure everyone on the team as staff and/or contractors feel included and connected to the organization, our mission, and our work. These challenges take on additional significance when you are an organization that is as rooted in community values as MACC. MACC has been able to successfully navigate these challenges in the past but took a big step in 2023/24 by developing and finalizing an employee handbook and other organizational policies that

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provide a foundation for working through any issues that may arise.

- **Managing Partnerships:** MACC is heavily invested in its partnerships and would not have nearly the community impact it has without so many great partners. However, partnerships are not always easy, especially in the case of MACC, which is usually the smallest partner at the table in a landscape full of large institutions and businesses. MACC is rooted in consensus building and enjoys playing the role of convener to help partners work through the challenges of event planning and operations. That said, there are instances when we don't see eye-to-eye with partners, and in those cases, we need to have a strong relational foundation and good communications skills to work through these differences. In some ways, the more that MACC has shaped its own identity as the producer of artistic elements of community events, we are better able to navigate tricky partnership situations by maintaining calm poise and clear boundaries around our areas of expertise. More and more we are communicating these boundaries up front so that partners—established and potential—are clear about what MACC can and cannot do.
- **Operations:** Live events are full of surprises, but the more experience you have, the more you know how to manage through these surprises. One of the biggest concerns for our programs is weather, and we have already had to postpone an event in 2024 because of weather—our first Teen Night planned for June. In this case, there was an Excessive Heat emergency and we did not want to expose our Teen Council volunteers to unsafe working conditions. So we collectively made a decision as a team and were able to quickly communicate the postponement to our partners and audience. MACC was able to do this effectively and efficiently because of the clear roles we had established prior to our programming season.
- **Fundraising:** This is a perennial challenge for non-profit arts organizations, but based on conversations with peers throughout the arts and nonprofit sectors, it feels especially acute these days. Corporate funders seem to have less discretionary funding available, and individual donors are often feeling the pinch of inflation and other financial concerns. Add on top of that, the growing unmet needs in our community and raising funds to support free arts programs is an ongoing struggle. MACC is continuing to cultivate new donors and corporate sponsors and we have done more in the past year than ever to refine our development work—mailing letters, developing a donor database, providing ongoing updates to funders, and offering better benefits than in years past. Hitting our fundraising goals is going to be a challenge but we are as committed to doing so as ever.

In outline form, describe the long-term goals for your organization. How did grant activities advance your long-term organizational objectives? (maximum 500 words)

1. Building a Cohesive Cultural Ecosystem in Downtown Columbia

- **Goal:** Establish a vibrant cultural ecosystem in Downtown Columbia with diverse, inclusive, and accessible events.
- **Activities and Advancements:**

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- **Color Burst Series and Lakefront Series:** Coordinated free concerts at Color Burst and the Lakefront, avoiding scheduling conflicts with each other and Merriweather concerts. Also, curating each series to ensure a cohesive feel to both spaces.
- **Partnership growth:** Incorporating more and expanded partnerships into our downtown programming to ensure broader reach, higher quality, and a more unified look and feel for programs.
- **Operational and Programmatic Growth:** Introduction of new and expanded programs, partnerships, and staff, enhancing service reach and program dynamism.

2. Building a Large, Engaged, and Active Audience

- **Goal:** Develop and maintain a large, engaged audience through high-quality, inclusive programming.
- **Activities and Advancements:**
 - **Well-Run Productions:** Featured acclaimed performers and well-received events, fostering audience trust and satisfaction.
 - **Enhanced Programming and Events:** Increased total attendance to about 40,000 and engaged over 350 artists from diverse genres and backgrounds.
 - **Key Programs and Partnerships:** Took over production of major events like Lakefest and Lakefront Live, successfully delivering high-quality performances and expanding reach.

3. Creating a Sustainable Revenue Framework

- **Goal:** Establish a robust and sustainable revenue model through diversified income streams.
- **Activities and Advancements:**
 - **Fundraising Strategy Development:** Worked with a fundraising consultant to create an effective fundraising strategy to bolster contributed income.
 - **Expanded Operations:** Formalized partnerships with IATSE Local #19, hired an experienced production crew, and expanded the internship program to support operational efficiency and program quality to allow existing staff to better focus on cultivation and development.
 - **Better Tools:** Developed an Employee Handbook, established new board committees for better organizational guidance and support, and implemented technological and procedural improvements to refine and strengthen our fundraising efforts.
 - **Gala:** Hosted our second annual gala fundraising event and refined the concept to one that we think is better suited for long-term growth.

Grant Activities Impact on Long-term Objectives

1. Strengthening the Cultural Ecosystem

- **Program Expansion and Partnership Development:** Grants facilitated the creation of new positions like the Director of Programming, allowing for refined roles and improved program execution. These changes enabled MACC to deliver more dynamic programs and serve more residents.

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- **Operational Enhancements:** Formalized agreements with production crews and expanded staff and internship programs contributed to a stable and efficient operational foundation, directly supporting the goal of a cohesive cultural ecosystem.

2. Audience Engagement and Trust

- **High-Quality Productions:** Grant funding supported well-executed events with renowned performers, boosting audience engagement and trust. Programs like the Howard County Youth Orchestra collaboration and the Lakefest weekend exemplified successful audience-building efforts.
- **Community Involvement and Diversity:** Inclusive events and residencies, such as those with Las Cafeteras, engaged diverse community segments, fostering deeper cultural connections and audience growth.

3. Financial Sustainability

- **Fundraising and Income Diversification:** Grants enabled MACC to work on strategic fundraising initiatives, ensuring long-term financial health. Operational partnerships provided additional support, allowing MACC to allocate resources towards high-quality artistic and production efforts.
- **Administrative and Organizational Investments:** Grants facilitated the development of an Employee Handbook, new board committees, and refined staffing roles, creating a solid administrative framework to support sustainable growth.

Total In-Person Audience (Actual): 40,085

Please explain your methodology in determining the total in-person audience figures: (maximum 500 words)

Our methodology for determining in-person audience figures is based on the event-type. For events where tickets are sold, we use the total number of tickets sold. For free events where registration is requested, we use total registrations as a baseline and compare it against crowd sizes and movements at the event itself. We often consult with peers and partners in attendance at these events to ensure we are all in agreement with our audience size estimate. For events that are free and when registrations are not required, we assess crowd size based on counts (if the crowd is small enough) or estimates made in consultation with our partners.

Total Virtual Audience (Actual): 0

Please explain your methodology in determining the total virtual audience figures: (maximum 500 words)

While we often provide live clips from our events on social media, we don't count any of those viewers as members of our virtual audience.

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Total In-Person (Anticipated): 40,085

Total Virtual (Anticipated): 0

Number of Artists Participating (Actual): 355

Number of Artists Participating (Anticipated): 355

Number of Artists Participating from Maryland: 285

Number of Artists Participating from Howard County: 200

Number of Board Members: 9

Number of Non-Board Volunteers: 35

Total Number of Volunteer Hours: 355

Participation

The Howard County Arts Council is required by the Maryland State Arts Council and other funding agencies to provide demographic information about artist and audience participation. In addition, it is important to our advocacy efforts to collect information about participation in the arts. Please complete the following sections to the best of your ability.

AUDIENCE PARTICIPATION (Enter a percentage
-MUST ADD TO 100%)

African American, Black:	30
American Indian:	1
Asian:	13
Hispanic, Latino:	7
Mexican, Chicano:	5

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Native Hawaiian, Pacific Islander: 0
 Puerto Rican: 0
 White, Caucasian: 44
 Other (specify below): Click or tap here to enter text.
 Click or tap here to enter text.

Sub Total: 100

ARTISTS (Enter a percentage-MUST ADD TO 100%)

African American, Black: 33
 American Indian: 2
 Asian: 10
 Hispanic, Latino: 10
 Mexican, Chicano: 5
 Native Hawaiian, Pacific Islander: Click or tap here to enter text.
 Puerto Rican: Click or tap here to enter text.
 White, Caucasian: 40
 Other (specify below): Click or tap here to enter text.
 Click or tap here to enter text.

Sub Total: 100

Employees

Please enter the number of employees for each category. These numbers should relate to your salary expense amounts in the Expenses table on the Financial Statement.

ARTISTIC STAFF
 Number of Full-Time Staff 2
 Number of Part-Time Staff 4

Sub Total: 6

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TECHNICAL STAFF

Number of Full-Time Staff 0
Number of Part-Time Staff 10

Sub Total: 10

ADMINISTRATIVE STAFF

Number of Full-Time Staff 1
Number of Part-Time staff 1

Sub Total: 2

Grand Total: 18

Certification & Signature

I verify that all information in this final report and any attachments is true and accurate and reflects the finances and activities for the grant period.

Authorized Signature: Ian Kennedy

Title: Executive Director

Date: 7/15/2024

FY24 FINANCIAL STATEMENT

Organization: Menweather Arts and Culture Center

Organizational Budget

REVENUE:

Please list actual FY24 Revenue	FY 2024 Actual
Cash Revenues	
Admissions/Ticket Sales	\$124,467.00
Advertising	
Contracted Services	
Interest on Accounts	\$17,199.00
Board/Trustee Contributions	\$12,050.00
Rental Income	\$380,009.12
Sales of Goods/Services	
Subscriptions/Memberships	
Tuition	
Individual Contributions	\$18,295.00
Corporate Support	\$97,000.00
Foundation Support	
City Grants	
County Grants	\$18,500.00
FY24 HCAC Grant Award (Pass Through grants)	\$230,000.00
State Grants	\$102,459.00
Federal Grants	
Special Events/Fundraising	\$18,520.00
Other Revenue (Describe in Budget Notes)	
Sub Total:	\$ 1,029,399.12

Fund Transfer/Carry Over	\$424,000.00
Capital Revenues	
Other HCAC Grants	
Sub Total:	\$ 424,000.00

Total Income	\$ 1,453,399.12
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EXPENSES:

Please list actual FY24 Expenses	FY 2024 Actual
Cash Expenses	
Salaries-Artistic	\$182,501.47
Salaries-Technical	\$0.00
Salaries-Administrative	\$54,513.43
Employee Benefits/Fringe	\$24,332.38
Payroll Taxes	\$16,202.00
Artist/Performer Fees (non salaried)	\$257,483.45
Technical Fees (non salaried)	\$99,733.89
Accounting/Audit	\$25,270.90
Advertising/Marketing	\$137,484.00
Other Contracted/Professional Services	\$300,204.86
Dues/Meetings	\$2,950.42
Rent	\$0.00
Program/Prod. Materials & Supplies (Purchase)	\$1,813.53
Program/Prod Materials & Supplies (Rentals)	\$15,602.43
Office Equipment (Purchase)	\$2,100.00
Office Equipment (Rentals)	\$0.00
Maintenance/Repairs	\$0.00
Office Supplies	\$5,267.00
Postage	\$539.00
Printing	\$9,892.21
Utilities/Telephone	\$2,200.00
Professional Development	\$4,427.00
Web/Social Media	\$633.00
Other Expenses (Describe in Budget Notes)	\$36,935.00
Subtotal	\$1,182,175.95

Fundraising	\$95,805.00
Receptions/Hospitality	\$20,421.77
Depreciation	\$1,738,448.00
Travel	\$11,272.47
Capital Expense/Debt Service	\$5,498.00
Sub Total:	\$1,811,841.24

Total Expense	\$ 2,994,117.19
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NET INCOME	\$ (1,540,718.07)
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Please list FY24 in-kind sources and their value. (needs to add up)

In-kind Source	Value
Kona Ice	\$ 227.20
Next Level Gaming	\$1,499.00
A. Robinson Production	\$600.00

XII

**FY24 HOWARD COUNTY PAYGO GRANT AGREEMENT DESIGNATED TO THE HOWARD COUNTY
POET LAUREATE PROGRAM**

PAY-GO GRANT AGREEMENT

This Grant Agreement (this "**Agreement**") is entered this _____ day of _____, 2023, by and between Howard County, Maryland, a body corporate and politic of the State of Maryland (the "**County**") and Howard County Arts Council, Inc., a Maryland nonprofit corporation (the "**Grantee**").

RECITALS

- A. As provided in the County's Fiscal Year 2024 operating budget documents, pay-as-you-go funds ("**Pay-Go**") provide cash payments to fund one-time operating expenses with fund balance from previous year's budgets in excess of the amount needed to maintain the County's Rainy-Day Fund at mandated levels.
- B. By authority of and as provided in the Annual Budget and Appropriation Ordinance for Fiscal Year 2024, the County wishes to provide, and the Grantee wishes to accept Pay-Go funds subject to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the premises and the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the Grantee agree as follows:

I. TERM OF AGREEMENT

This Agreement shall become effective upon the date first written above. Unless sooner terminated, this Agreement shall remain in effect through June 30, 2024.

II. GRANT AMOUNT

The County agrees to provide the Grantee with funds for Fiscal Year 2024 in an amount not to exceed Four Thousand Seven Hundred Dollars (\$4,700.00) (the "**Pay-Go Grant**").

III. USE OF GRANT FUNDS

During the COVID-19 pandemic, many arts organizations and local artists were negatively impacted by the reduction in arts programming and limited opportunities for arts education and initiatives. To strengthen the recovery of arts organizations and local artists during this time, Howard County Government is partnering with the Grantee to advance new arts programming and initiatives.

The Grantee will use the Pay-Go Grant to assist the Grantee with their new Poet Laureate initiative, which is intended to encourage and highlight local poets and literary artists in Howard County. The Poet Laureate will be responsible to for: promoting poetry, literature, and the arts; contributing to Howard County's poetic and literary legacy through public readings and participation in civic events; and participating in projects that make poetry more available and accessible to Howard County residents. The funding will cover the operating costs associated with running the first year of the Poet Laureate program.

IV. DISBURSEMENTS

- A. General. The County shall disburse the Pay-Go Grant in one payment directly to the Grantee within 60 days of the execution of this Agreement.

V. REPORT

Grantee shall provide the County with a program report on Grantee's use of the Pay-Go Grant and send copies to the County Executive and the County Council, on or before December 31, 2024.

VI. RECORDS

- A. Records to be maintained. For a period of three (3) years, the Grantee shall maintain sufficient records to enable the County to determine whether the Grantee has met the requirements of this Agreement. This Section VI shall continue to survive and be enforceable following termination of this Agreement.

VII. DEFAULT, REPAYMENT AND REMEDIES

- A. Default. A default shall consist of (i) any use of Pay-Go Grant funds for any purpose other than authorized by this Agreement; or (ii) any material breach of any covenant, agreement, provision, representation or warranty of the Grantee which was made in this Agreement.
- B. Notice and Cure. If a default occurs, the County shall provide written notice to the Grantee to cure the default, and the Grantee shall have thirty (30) days from the date the County's notice was postmarked to cure the default. After the conclusion of the 30-day period, if the Grantee has not cured the default to the satisfaction of the County, the County may terminate this Agreement.
- C. Termination. In the event of termination, the County may immediately demand repayment of all or a portion of the Pay-Go Grant funds which have been disbursed.
- D. Other Remedies. If a default occurs, the County may at any time proceed to protect and enforce all rights available to the County, by suit in equity, action at law, or by any other appropriate proceedings, which rights and remedies shall survive the termination of this Agreement.

VIII. GRANTEE'S CERTIFICATIONS

The Grantee certifies to the County that:

- A. The Grantee is a duly organized and validly existing nonprofit entity under Maryland law, and has all requisite power and authority to enter into this Agreement; and

- B. This Agreement has been duly authorized, executed and delivered by the Grantee in such manner and form as to comply with all applicable laws to make this Agreement the valid and legally binding act and agreement of the Grantee.
- C. Grantee shall publicly advertise to the general public the services it provides via its website (<http://www.hocoarts.org>) and social media pages.

IX. MONITORING

For the purposes of monitoring this Agreement and determining whether Grantee is complying with this Agreement, the County shall have access to and the right to examine any books, accounts, and/or records of Grantee.

X. AUDIT AND INSPECTIONS

- A. **Financial Audit.** As requested by the County, the Grantee shall have an annual audit performed of its financial statements and/or a program report on Grantee's use of the Grant. The audit is to be conducted in accordance with generally accepted auditing standards at the end of each fiscal year in which funds are received from the County. Grantee shall submit a copy of the audit and/or program report to the County Executive and County Council in compliance with section 22.1000 of the County Code.
- B. **County Audits and Inspections.** All Grantee financial records shall be made available to the County or its designees at any time during normal business hours, as often as the County deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Grantee within 30 days after receipt by the Grantee.
- C. **Failure to Comply.** Failure of the Grantee to comply with the above requirements in this Section X will constitute a violation of this Agreement.

XI. EQUAL EMPLOYMENT OPPORTUNITY

The Grantee certifies that it now complies and will continue to comply with all applicable federal, state and local laws and regulations pertaining to equal opportunity and equal employment practices, including but not limited to the Americans with Disabilities Act of 1990, and Title 12 Subtitle 2 of the County Code.

By executing this Agreement, the Grantee agrees and affirms that it accepts and will conform to the following:

Howard County expects that the Grantee will not discriminate against any employee, applicant for employment or program participant because of race, creed, religion, disability, color, sex, national origin, age, occupation, marital status, political opinion, sexual orientation, personal appearance, familial status, source of income, or gender identity or expression. The Grantee will take affirmative action to ensure that applicants, employees and participants in a program are treated equally without discrimination.

XII. LIABILITY LIMITATIONS

By this Agreement, the parties expressly acknowledge that Grantee is not acting as an agent for the County but is acting in the capacity of an independent contractor. In addition, Grantee agrees to indemnify and save the County harmless from and against all claims, actions, damages, liability and expense, including attorney's fees, relating to loss of life, personal injury and/or damage to property arising from or out of the performance of its responsibility as stated in this Agreement, or occasioned in whole or in part by any act of omission of Grantee, its agents or employees. This Section XII shall continue to survive and be enforceable following termination of this Agreement.

XIII. CONFLICT OF INTEREST

The Grantee certifies that the authorized representative of the Grantee who is executing this Agreement has read and understands the provisions of Section 901(a) of the Howard County Charter dealing with conflicts of interest and Section 22.204 of the Howard County Code dealing with conflicts of interest.

XIV. NOTICES

Communication and details concerning this Agreement shall be directed to the following representatives:

County:	Howard County, Maryland
Contact:	Chief Administrative Officer
Address:	3430 Courthouse Drive
State, Zip:	Ellicott City, MD 21043
Telephone:	410-313-2171
Grantee:	The Howard County Arts Council, Inc.
Contact:	Coleen West
Title:	Executive Director
Street Address:	8510 High Ridge Road
City, State, Zip:	Ellicott City, MD 21043
Telephone:	410-313-2787
E-Mail:	coleen@hocoarts.org

XV. MEDIA AND PRINTED MATERIALS

Grantee will acknowledge receipt of funding from Howard County Government in all related media and printed materials.

XVI. MISCELLANEOUS

- A. Funding. The contractual obligation of the County under this Agreement is contingent upon the availability of appropriated funds from which payment for this Agreement can be made.
- B. Modifications. All conditions pertaining to this Agreement shall be binding and no verbal modifications by either part shall be enforceable. Amendments to this Agreement must be in writing and executed by both parties.

- C. **Assignment.** Grantee may not, during the terms of this Agreement, assign or subcontract all or any part of the Grant award without prior written consent of County.
- D. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Maryland.
- E. **Severability.** If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.
- E. **Local Businesses.** If the Grant consists entirely of County funds, the Grantee, in a manner consistent with Howard County Executive Order No. 2021-15, will make reasonable efforts to select local businesses when purchasing goods or services.
- F. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding between the parties.

[SIGNATURES ON FOLLOWING PAGE]

FY 2024 Grant: Howard County Arts Council, Inc.

ATTEST:

BY: ^{DocuSigned by:}
Coleen West 11/8/2023
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Coleen West
Executive Director

ATTEST:

^{DocuSigned by:}
Brandee Ganz 11/13/2023
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Brandee Ganz
Chief Administrative Officer

HOWARD COUNTY, MARYLAND

^{DocuSigned by:}
Calvin Ball
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Calvin Ball
County Executive
Date Signed: 11/9/2023

APPROVED FOR SUFFICIENCY OF FUNDS:

^{DocuSigned by:}
Rafiu Ighile 11/9/2023
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Rafiu Ighile
Director of Finance

APPROVED FOR PROGRAM SUFFICIENCY:

^{DocuSigned by:}
Felix Facchine 11/8/2023
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Felix Facchine
Assistant Chief of Staff

APPROVED FOR BUDGET SUFFICIENCY:

^{DocuSigned by:}
Holly Sun 11/9/2023
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Holly Sun
Budget Director

APPROVED FOR FORM AND LEGAL SUFFICIENCY

THIS DAY OF , 20
^{DocuSigned by:}
Gary W. Kuc 11/8/2023
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Gary W. Kuc
County Solicitor

Reviewing Attorney:

^{DocuSigned by:}
Norman Parker 11/8/2023
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Norman Parker
Assistant Deputy County Solicitor

FY24 PAYGO Funds Designated to Poet Laureate Program
 In FY24, HCAC received \$4,700 to launch the Howard County Poet Laureate Program

Status as of 6.30.24

Date	Check #	Name	Item	Account	Debit
3/5/2024	29028	Howard County Poetry & Literature Society	Administrative Fee	Contract Services	1,000
4/8/2024	29080	Truth Thomas	Poet Laureate Honorarium	Grants Other	2,500
3/18/2024	29048	Grace Cavalleri	Review Panel Honorarium	Juror's Fee	300
3/18/2024	29052	Sylvia Jones	Review Panel Honorarium	Juror's Fee	300
3/18/2024	29044	Eugene Ethelbert Miller	Review Panel Honorarium	Juror's Fee	300
9/1/2023-6/30/2024	QB	Howard County Arts Council	Supplies, postage, copier expenses, travel	G&A Misc	300
			Total:		4,700

STATUS: PAYGO FUNDS FY24 Poet Laureate

PAID OUT IN FULL

XIII

**STATUS: FY23 HOWARD COUNTY PAYGO GRANT DESIGNATED TO
HOWARD COUNTY ARTS & CULTURAL PLAN**

FY23 PAYGO Funds Designated to Howard County Arts & Culture Plan
 In FY24, HCAC received the \$150,000 in PAYGO Funds designated to support the Howard County Arts & Culture Plan

STATUS AS OF 6.30.24

No funds used to date. RFP for consultant issued, interviewed 4 consultants, signed contract with Designing Local in October 2024. Funds will begin to be disbursed in the 2nd Quarter of FY25.

Date	Check #	Vendor/Name	Item	Expense	Balance
					<u>\$150,000</u>

STATUS: PAYGO FUNDS for HOWARD COUNTY ARTS & CULTURE PLAN \$150,000 REMAINING

Donor Restricted: Arts & Culture Plan

XIV

**STATUS: FY22 HOWARD COUNTY PAYGO GRANT AGREEMENT TO
PRODUCE THE ARTREACH FESTIVAL AT LONG REACH**

FY22 PAYGO Funds Designated to ARTreach

In FY22, HCAC received \$150,000 to produce a free, family-friendly arts festival at Long Reach

Jul 21 - Jun 23

Date	Check #	Item	Account	Debit
10/19/2021	27018	Target	OFFICE EXPENSE	137.79
11/03/2021	27043	Dok Khao Reimbursement	MISCELLANEOUS	93.77
12/02/2021	27086	Policy 2021-32238	INSURANCE	0.00
12/13/2021	27118	Puppet Show/Workshops for Artreach	ARTIST & JUROR FEES	100.00
01/03/2022	27131	Artreach Policy 2021-32238	INSURANCE	150.00
01/11/2022	27174	Artreach Artist Demonstration: Tote Printing	ARTIST & JUROR FEES	4,140.00
01/19/2022	27184	Sqaurespace	OFFICE EXPENSE	183.17
01/25/2022	27200	Artreach Photobooth	CONTRACT SERVICES	1,376.94
02/08/2022	27258	50% Deposit for ARTreach Table & Chair Rental	CONTRACT SERVICES	921.52
03/11/2022	27296	Tent Deposit for Artreach	CONTRACT SERVICES	451.75
03/11/2022	27295	Deposit Strolling Performers for Artreach	ARTIST & JUROR FEES	1,000.00
03/11/2022	27297	ARTREACH - Ever Road Media LLC	CONTRACT SERVICES	500.00
03/22/2022	27341	PINATA WORKSHOP	ARTIST & JUROR FEES	3,750.00
04/06/2022	27359	Silhouette Artist Appearance	ARTIST & JUROR FEES	2,000.00
04/08/2022	27360	Artreach	SUPPLIES	396.93
04/08/2022	27365	Design Installment 1	ARTIST & JUROR FEES	1,100.00
04/20/2022	27371	Reimburse ArtReach Filming Lunches	DUES/MEETINGS/TRAVEL	80.56
04/20/2022	27374	Deposit: Artreach Photographer	ARTIST & JUROR FEES	175.00
04/25/2022	27382	Artreach CA Open Space	CONTRACT SERVICES	100.00
04/25/2022	27382	Giant	SUPPLIES	22.46
05/01/2022	27411	Artreach Tech Rental	CONTRACT SERVICES	420.00
05/04/2022	27398	Artreach Tech Rental	CONTRACT SERVICES	2,240.00
05/04/2022	27401	Artreach Tech Rental	CONTRACT SERVICES	0.00
05/04/2022	27407	Acct 27005772DC Statement #1641802502	SUPPLIES	34.07
05/04/2022	27412	ARTreach	ARTIST & JUROR FEES	2,625.00
05/18/2022	27418	Artreach Design Services	ARTIST & JUROR FEES	1,100.00
05/18/2022	27420	Amazon Artreach Supplies	SUPPLIES	81.10
05/18/2022	27421	ARTREACH POSTCARD - Overprints & Mail Me	CONTRACT SERVICES	789.26
05/18/2022	27421	Postcard Postage	POSTAGE & DELIVERY	1,453.47
05/18/2022	27424	ARTREACH SECURITY	CONTRACT SERVICES	1,395.00
05/18/2022	27427	ARTREACH - Golugo	CONTRACT SERVICES	6,424.00
05/18/2022	27431	Long Reach Artist Studio Video	ARTIST & JUROR FEES	1,130.00
05/18/2022	27435	Artreach Bus Advertisement	ADVERTISING	400.00
05/22/2022	27440	ARTREACH - Dreamers Event Rentals LLC	CONTRACT SERVICES	1,355.50
05/25/2022	27439	RJN Audio Inc Artreach Sound Rental	CONTRACT SERVICES	1,800.00
05/27/2022	27443	ARTREACH TENTS	CONTRACT SERVICES	2,650.00
05/31/2022	27444	ARTREACH - SELECT EVENT GROUP	CONTRACT SERVICES	1,846.91
06/02/2022	27481	ARTreach Artist	ARTIST & JUROR FEES	2,625.00
06/02/2022	27482	ARTreach Artist	ARTIST & JUROR FEES	3,750.00
06/02/2022	27483	ARTreach Artist	ARTIST & JUROR FEES	500.00
06/02/2022	27484	ARTreach Artist	ARTIST & JUROR FEES	300.00
06/02/2022	27485	ARTreach Artist	ARTIST & JUROR FEES	1,495.00
06/02/2022	27486	ARTreach Artist	ARTIST & JUROR FEES	1,000.00
06/02/2022	27487	ARTreach Artist	ARTIST & JUROR FEES	1,800.00
06/02/2022	27488	ARTreach Artist	ARTIST & JUROR FEES	850.00
06/02/2022	27489	ARTreach Artist	ARTIST & JUROR FEES	1,000.00
06/02/2022	27490	ARTreach Artist	ARTIST & JUROR FEES	1,000.00

Date	Check #	Item	Account	Debit
06/02/2022	27491	ARTreach Performer	ARTIST & JUROR FEES	4,000.00
06/02/2022	27492	The JoGo Project	ARTIST & JUROR FEES	2,500.00
06/02/2022	27493	ARTreach Performer	ARTIST & JUROR FEES	1,500.00
06/02/2022	27494	ARTreach Performer	ARTIST & JUROR FEES	1,500.00
06/02/2022	27505	ARTreach Performer	ARTIST & JUROR FEES	850.00
06/02/2022	27506	Jewelry Table	SUPPLIES	12.98
06/02/2022	27496	Artreach Emcee	ARTIST & JUROR FEES	750.00
06/02/2022	27497	INV 610 3350	PRINTING	1,184.60
06/02/2022	27498	Final Payment: Artreach Photographer	ARTIST & JUROR FEES	175.00
06/02/2022	27509	Nightmare Graphics - Artreach T-Shirts	CONTRACT SERVICES	625.50
06/02/2022	27509	iHeart Radlo Ad Spot	ADVERTISING	100.00
06/02/2022	27509	Artreach Supplies	SUPPLIES	1,586.35
06/02/2022	27511	Artreach Jewelry Table	ARTIST & JUROR FEES	500.00
06/02/2022	27517	ARTREACH - EZ UP	SUPPLIES	1,013.35
06/02/2022	27517	ARTREACH - UPrinting	PRINTING	794.06
06/02/2022	27473	Art Reach Performance	ARTIST & JUROR FEES	3,500.00
06/02/2022	27445	Artreach Banks	MISCELLANEOUS	250.00
06/02/2022	27474	Artreach Festival	ARTIST & JUROR FEES	1,600.00
06/02/2022	27495	Jewelry Table	SUPPLIES	0.00
06/13/2022	27472	Artreach	ARTIST & JUROR FEES	500.00
06/13/2022	27446	Artreach Henna	ARTIST & JUROR FEES	1,000.00
06/15/2022	27529	Additional Artreach Hours	ARTIST & JUROR FEES	200.00
06/16/2022	27530	Artreach Artist	ARTIST & JUROR FEES	104.00
06/16/2022	27531	ARTreach Artist	ARTIST & JUROR FEES	48.00
06/16/2022	27532	Artreach Artist	ARTIST & JUROR FEES	4.00
06/16/2022	27533	Artreach Artist	ARTIST & JUROR FEES	104.00
06/16/2022	27534	Artreach Artist	ARTIST & JUROR FEES	48.00
06/16/2022	27535	Artreach Artist	ARTIST & JUROR FEES	144.80
06/16/2022	27536	Artreach Artist	ARTIST & JUROR FEES	108.00
06/16/2022	27537	Artreach Artist	ARTIST & JUROR FEES	52.00
06/16/2022	27551	Artreach Ads	ADVERTISING	2,521.60
06/16/2022	27556	Strolling Performers for Artreach	ARTIST & JUROR FEES	1,000.00
06/16/2022	27557	Artreach Cleaning	CONTRACT SERVICES	550.00
06/16/2022	27561	Artreach iHeart Radlo & Meta Ad Spots	ADVERTISING	940.44
06/16/2022	27561	Artreach Select	CONTRACT SERVICES	125.00
06/16/2022	27561	Artreach Supplies	SUPPLIES	368.52
06/16/2022	27563	ARTreach Additional Shirts	ARTIST & JUROR FEES	70.00
06/16/2022	27564	7-11	SUPPLIES	27.53
06/16/2022	27565	Artreach Tech	CONTRACT SERVICES	7,360.28
06/16/2022	27566	Artreach Supplies	SUPPLIES	297.94
06/16/2022	27567	Artreach Supplies	SUPPLIES	297.94
06/16/2022	27568	Artreach Generators	CONTRACT SERVICES	3,011.18
06/16/2022	27570	Fastelgns	PRINTING	160.07
06/16/2022	27570	Blick Art	SUPPLIES	288.60
06/16/2022	27570	Home Depot	SUPPLIES	21.12
06/16/2022	27572	Artreach Ads	ADVERTISING	750.00
06/16/2022	27573	Artreach Ads	ADVERTISING	262.50
06/17/2022	27574	Strolling Performers for Artreach	ARTIST & JUROR FEES	3,130.00
06/17/2022	27575	B&H Photos	PRINTING	485.94
06/17/2022	27576	4Impring	PRINTING	689.35
06/28/2022	27591	ACCT RI-HC01 INV 883772	PRINTING	216.92

Date	Check #	Item	Account	Debit
06/28/2022	27591	ACCT RI-HC01 INV 883772	PRINTING	123.71
06/28/2022	27603	ARTREACH TO GO POP-UP SHOP	ARTIST & JUROR FEES	75.20
06/29/2022	27666	Artreach Bus Advertisement	ADVERTISING	600.00
07/01/2022- 06/30/2022		Artreach Personnel	PAYCHEX PERSONNEL	33,133.00
07/13/2022	27659	Artreach The Ale House	DUES/MEETINGS/TRAVEL	71.01
07/13/2022	27659	Artreach Victoria	DUES/MEETINGS/TRAVEL	224.50
07/13/2022	27659	ARTreach Wegmans	SUPPLIES	598.53
07/13/2022	27659	ARTreach Giant (food for volunteers)	SUPPLIES	53.90
07/13/2022	27659	Artreach Dunkin (food for volunteers)	SUPPLIES	159.94
07/13/2022	27659	Artreach Richburn Liquor (ice)	SUPPLIES	38.06
07/13/2022	27659	Artreach Target	SUPPLIES	84.83
07/13/2022	27659	Artreach Exxon (Batteries)	SUPPLIES	26.62
07/13/2022	27659	Artreach Super Cleaner	SUPPLIES	39.90
07/13/2022	27659	Artreach S&R Laundry Services	OFFICE EXPENSE	120.51
07/13/2022	27662	ARTreach Printing	SUPPLIES	169.33
07/13/2022	27664	Artreach Ads	ADVERTISING	487.50
07/20/2022	27684	Artreach Ads	ADVERTISING	4,200.00
08/10/2022	27720	ARTreachASCAP	CONTRACT SERVICES	11.00
				144,289.31
STATUS	Remaining Funds Available			5,710.69

Remaining Funds Temporarily Restricted: Longreach

XV

**STATUS: FY20 PAYGO FUNDS DESIGNATED TO
DOWNTOWN COLUMBIA ARTS JOINT MERGER EXPLORATION AND FACILITATION**

XVI

**STATUS: FY15 PAYGO FUNDS DESIGNATED TO
LONG REACH ARTS PROGRAMMING**

XVII

STATUS: FY15 PAYGO FUNDS DESIGNATED TO WEBSITE DEVELOPMENT

FY15 PAYGO Funds Designated for HCAC Website Breakdown of Expenses

In FY15 HCAC received PAYGO Funds of which \$80,000 was designated to develop a new website to include a county-wide on-line arts calendar of events. HCAC contracted with local web developer NextLOGIC to design, build and launch the site. In FY24, HCAC contracted with local web developer to design a new site.

Vendor	Check No.	Payment	Date	Item
NEXTlogik	17728	\$18,133	9/16/2015	Website Development Payment 1 of 3
Gray Pictures	22381	\$485	1/19/2016	Copywriter Deposit
SearchWP	17785	\$129	2/13/2016	SearchWPPlugin
Modern Tribe	17785	\$596	2/13/2016	Plugin
CLKBANK	17785	\$40	2/13/2016	Plugin
NEXTlogik	22505	\$18,133	3/1/2016	Website Development Payment 2 of 3
Gray Pictures	22855	\$4,365	8/16/2016	Copywriter Final Payment
Comm&Web Coordinator	Paychex	\$701	46 hrs x \$15.07/01/15-6/30/2016	Hourly staff to administer and coordinate project Actual
Comm&Web Director	Paychex	\$1,939	1.14 @ \$17/hr 7/01/16-12/17/16	
NEXTlogik	23199	\$18,133	12/20/2016	Website Development Payment 3 of 3
Sendgrid	23081	\$12	11/21/2016	SendgridNewsletterservice
Woo Commerce	23192	\$29	12/20/2016	WooCommerce - Extension
Woo Commerce	23192	\$79	12/20/2016	WooCommerce - Themes
Sendgrid	23192	\$10	12/20/2016	SendgridNewsletterservice
Sendgrid	23211	\$10	1/17/2017	SendgridNewsletterservice
SearchWP	23211	\$77	1/17/2017	SearchWPPlugin Renewal
Sendgrid	23343	\$10	2/28/2017	SendgridNewsletterservice
Sendgrid	23354	\$10	3/16/2017	SendgridNewsletterservice
Sendgrid	23326	\$10	2/14/2017	SendgridNewsletterservice
Sendgrid	23500	\$10	4/25/2017	SendgridNewsletterservice
ModernTribe	23192	\$312	12/20/2016	ModernTribe Events Calendar License reimb to Perna
NewsletterPro	23500	\$45	4/25/2017	Newsletterpro Plugin
Pam Perna	23588	\$71	6/20/2017	Travel Reimbursement
Go Daddy	25088	\$1,707	5/17/2019	Upgrade to Semi-Designated Host Service to Accommodate Usage
Mind Grub	28946	\$14,953	1/11/2024	New Website Development
Total		\$80,000		

STATUS OF FY15 PAYGO FUNDS FOR WEBSITE:

\$0.00 PAID OUT IN FULL

XVIII

**FY 2024 HOWARD COUNTY ARTS COUNCIL
PREPARED BY JONES, MARESCA & McELWANEY, P.A..
AUDITED STATEMENT - DRAFT**

THE HOWARD COUNTY ARTS COUNCIL, INC.

**FINANCIAL STATEMENTS AND
INDEPENDENT AUDITOR'S REPORT
JUNE 30, 2024 AND 2023**

To the Board of Directors
The Howard County Arts Council, Inc.
Ellicott City, MD

In planning and performing our audit of the financial statements of The Howard County Arts Council, Inc. (the "Council") as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Council's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, the Board of Directors, and others within The Howard County Arts Council, Inc. and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Columbia, MD
November xx, 2024

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Independent Auditor's Report

To the Board of Directors of
The Howard County Arts Council, Inc.
Ellicott City, MD

Opinion

We have audited the accompanying financial statements of The Howard County Arts Council, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Howard County Arts Council, Inc. as of June 30, 2024 and 2023, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of The Howard County Arts Council, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about The Howard County Arts Council, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of The Howard County Arts Council, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about The Howard County Arts Council, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

THE HOWARD COUNTY ARTS COUNCIL, INC.
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2024 AND 2023

	2024	2023
<u>ASSETS</u>		
CURRENT ASSETS		
Cash and cash equivalents	\$ 658,156	\$ 613,542
Cash and cash equivalents - board designated	36,105	35,919
Total cash and cash equivalents	694,261	649,461
Pledges receivable	28,000	7,500
Certificates of deposit	22,734	22,730
Prepaid expenses	9,247	10,311
Total Current Assets	754,242	690,002
OTHER ASSETS		
Property and equipment, net	86,015	44,340
Investments - board designated reserve fund	1,059,772	1,022,199
Interest in assets held by the Community Foundation of Howard County	193,929	173,171
Total Other Assets	1,339,716	1,239,710
TOTAL ASSETS	\$ 2,093,958	\$ 1,929,712
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Accounts payable	\$ 969	\$ 71
Accrued expenses	17,200	29,345
Deferred revenue	110,570	111,312
Total Current Liabilities	128,739	140,728
OTHER LIABILITIES		
Security deposits	5,898	5,424
Total Other Liabilities	5,898	5,424
Total Liabilities	134,637	146,152
NET ASSETS		
Without Donor Restrictions:		
Undesignated	484,005	492,533
Board designated	1,095,877	1,058,118
Total Without Donor Restrictions	1,579,882	1,550,651
With donor restrictions	379,439	232,909
Total Net Assets	1,959,321	1,783,560
TOTAL LIABILITIES AND NET ASSETS	\$ 2,093,958	\$ 1,929,712

The accompanying notes are an integral part of these financial statements.

THE HOWARD COUNTY ARTS COUNCIL, INC.
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND SUPPORT			
Grants	\$ 512,500	\$ 856,704	\$ 1,369,204
Contributions	34,684	-	34,684
Special events	94,375	-	94,375
Camp registrations, rental income, and other	363,135	-	363,135
In-kind facilities	227,665	-	227,665
In-kind contributions	66,922	-	66,922
Interest income	34,804	-	34,804
Other income	23,421	-	23,421
Net assets released from restrictions	707,792	(707,792)	-
Total Revenue and Support	2,065,298	148,912	2,214,210
EXPENSES			
Program Services:			
Grant awards	723,069	-	723,069
Art center	631,104	-	631,104
Community services	222,077	-	222,077
Long Reach	26,881	-	26,881
Special projects	126,696	-	126,696
Total Program Services	1,729,827	-	1,729,827
Support Services:			
Fundraising	218,940	-	218,940
Management and general	90,069	-	90,069
Total Support Services	309,009	-	309,009
Total Expenses	2,038,836	-	2,038,836
CHANGE IN NET ASSETS FROM OPERATIONS	26,462	148,912	175,374
OTHER CHANGES			
Net appreciation in fair value of investments	2,769	-	2,769
Loss on assets held by the Community Foundation of Howard County, net	-	(2,382)	(2,382)
Total Other Changes	2,769	(2,382)	387
CHANGE IN NET ASSETS	29,231	146,530	175,761
NET ASSETS, beginning of year	1,550,651	232,909	1,783,560
NET ASSETS, end of year	\$ 1,579,882	\$ 379,439	\$ 1,959,321

The accompanying notes are an integral part of these financial statements.

THE HOWARD COUNTY ARTS COUNCIL, INC.
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023

	<u>Without</u> <u>Donor Restrictions</u>	<u>With</u> <u>Donor Restrictions</u>	<u>Total</u>
REVENUE AND SUPPORT			
Grants	893,221	716,281	\$ 1,609,502
Contributions	48,589	-	48,589
Special events	87,940	-	87,940
Camp registrations, rental income, and other	341,433	-	341,433
In-kind facilities	275,960	-	275,960
In-kind contributions	79,572	-	79,572
Interest income	7,703	-	7,703
Employee retention tax credit	149,080	-	149,080
Net assets released from restrictions	727,218	(727,218)	-
Total Revenue and Support	<u>2,610,716</u>	<u>(10,937)</u>	<u>2,599,779</u>
EXPENSES			
Program Services:			
Grant awards	704,162	-	704,162
Art center	632,214	-	632,214
Community services	225,962	-	225,962
Long Reach	32,860	-	32,860
Special projects	117,926	-	117,926
Total Program Services	<u>1,713,124</u>	<u>-</u>	<u>1,713,124</u>
Support Services:			
Fundraising	239,511	-	239,511
Management and general	84,063	-	84,063
Total Support Services	<u>323,574</u>	<u>-</u>	<u>323,574</u>
Total Expenses	<u>2,036,698</u>	<u>-</u>	<u>2,036,698</u>
CHANGE IN NET ASSETS FROM OPERATIONS	574,018	(10,937)	563,081
OTHER CHANGES			
Net depreciation in fair value of investments	1,122	-	1,122
Gain on assets held by the Community Foundation of Howard County, net	-	16,256	16,256
Total Other Changes	<u>1,122</u>	<u>16,256</u>	<u>17,378</u>
CHANGE IN NET ASSETS	575,140	5,319	580,459
NET ASSETS, beginning of year	<u>975,511</u>	<u>227,590</u>	<u>1,203,101</u>
NET ASSETS, end of year	<u>\$ 1,550,651</u>	<u>\$ 232,909</u>	<u>\$ 1,783,560</u>

The accompanying notes are an integral part of these financial statements.

THE HOWARD COUNTY ARTS COUNCIL, INC.
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2024

	PROGRAM SERVICES					SUPPORT SERVICES				
	Grant Awards	Art Center	Community Services	Long Reach	Special Projects	Total Program Services	Fundraising	Management and General	Total Support Services	Total Expenses
Personnel Costs:										
Salaries	\$ 34,246	\$ 296,796	\$ 102,737	\$ 5,708	\$ 28,538	\$ 468,025	\$ 74,199	\$ 28,538	\$ 102,737	\$ 570,762
Payroll taxes	2,705	23,443	8,115	451	2,254	36,968	5,861	2,253	8,114	45,082
Employee benefits	4,086	35,409	12,257	681	3,405	55,838	8,852	3,404	12,256	68,094
Employee retirement plan	558	4,839	1,675	93	465	7,630	1,210	466	1,676	9,306
Subtotal Personnel Costs	41,595	360,487	124,784	6,933	34,662	568,461	90,122	34,661	124,783	693,244
Accounting	-	-	-	-	-	-	-	30,916	30,916	30,916
Artist and juror fees	4,500	27,861	-	-	33,360	65,721	6,145	-	6,145	71,866
Bank and credit card fees	759	6,582	2,278	127	633	10,379	1,646	633	2,279	12,658
Contract services	3,742	16,402	11,226	16,653	3,118	51,141	8,108	3,118	11,226	62,367
Donated goods and supplies	-	-	-	-	-	-	61,922	-	61,922	61,922
Depreciation and amortization	599	5,187	1,796	100	499	8,181	1,297	497	1,794	9,975
Dues, meetings and travel	460	6,139	2,501	77	383	9,560	1,773	383	2,156	11,716
Equipment	381	3,751	1,143	63	317	5,655	827	317	1,144	6,799
Facilities - in-kind	13,660	118,386	40,980	2,277	11,383	186,686	29,596	11,383	40,979	227,665
Faculty services	-	39,120	-	-	-	39,120	-	-	-	39,120
Grants disbursed	654,985	-	25,000	-	36,000	715,985	-	-	-	715,985
Insurance	445	3,858	1,336	74	371	6,084	965	371	1,336	7,420
Miscellaneous	115	993	344	19	95	1,566	263	994	1,257	2,823
Model fees	-	3,540	-	-	-	3,540	-	-	-	3,540
Office supplies and expense	944	17,170	2,921	407	787	22,229	5,021	1,061	6,082	28,311
Postage and delivery	489	6,135	2,156	85	434	9,299	3,184	407	3,591	12,890
Printing and copying	86	9,167	4,684	14	4,396	18,347	7,401	71	7,472	25,819
Professional services - in-kind	-	-	-	-	-	-	-	5,000	5,000	5,000
Repairs and maintenance	84	4,374	252	14	70	4,794	182	70	252	5,046
Telephone	225	1,952	676	38	188	3,079	488	187	675	3,754
TOTAL EXPENSES	\$ 723,069	\$ 631,104	\$ 222,077	\$ 26,881	\$ 126,696	\$ 1,729,827	\$ 218,940	\$ 90,069	\$ 309,009	\$ 2,038,836

The accompanying notes are an integral part of these financial statements.

THE HOWARD COUNTY ARTS COUNCIL, INC.
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2023

	PROGRAM SERVICES					SUPPORT SERVICES				Total Expenses
	Grant Awards	Art Center	Community Services	Long Reach	Special Projects	Total Program Services	Fundraising	Management and General	Total Support Services	
Personnel Costs:										
Salaries	\$ 31,840	\$ 275,948	\$ 95,520	\$ 5,307	\$ 26,533	\$ 435,148	\$ 68,987	\$ 26,533	\$ 95,520	\$ 530,668
Payroll taxes	2,670	23,143	8,011	445	2,225	36,494	5,786	2,225	8,011	44,505
Employee benefits	3,507	30,390	10,520	584	2,922	47,923	7,597	2,922	10,519	58,442
Employee retirement plan	551	4,779	1,654	92	460	7,536	1,195	460	1,655	9,191
Subtotal Personnel Costs	38,568	334,260	115,705	6,428	32,140	527,101	83,565	32,140	115,705	642,806
Accounting	-	-	-	-	-	-	-	33,146	33,146	33,146
Artist and juror fees	1,949	24,030	-	-	26,139	52,118	5,446	-	5,446	57,564
Bank and credit card fees	721	6,251	2,164	120	601	9,857	1,563	601	2,164	12,021
Contract services	6,420	22,518	8,736	16,423	767	54,864	13,114	767	13,881	68,745
Donated goods and supplies	-	-	-	-	-	-	69,578	-	69,578	69,578
Depreciation and amortization	503	4,362	1,509	84	419	6,877	1,090	419	1,509	8,386
Dues, meetings and travel	691	6,908	3,738	423	576	12,336	1,564	565	2,129	14,465
Equipment	434	3,762	1,302	72	362	5,932	941	362	1,303	7,235
Facilities - in-kind	16,558	143,499	49,673	2,760	13,798	226,288	35,875	13,797	49,672	275,960
Facility services	-	36,195	-	-	-	36,195	-	-	-	36,195
Grants disbursed	635,599	-	30,000	-	36,100	701,699	5,000	-	5,000	706,699
Insurance	414	3,585	1,240	69	345	5,653	896	345	1,241	6,894
Marketing and advertising	-	-	-	4,688	-	4,688	-	-	-	4,688
Miscellaneous	2	20	7	-	2	31	20	2	22	53
Model fees	-	2,520	-	-	-	2,520	-	-	-	2,520
Office supplies and expense	1,311	20,041	3,933	1,567	1,300	28,152	8,132	1,093	9,225	37,377
Postage and delivery	176	6,041	1,307	29	186	7,739	3,926	147	4,073	11,812
Printing and copying	13	11,264	4,239	2	4,522	20,040	7,037	10	7,047	27,087
Professional services -in-kind	600	5,196	1,799	100	500	8,195	1,299	500	1,799	9,994
Telephone	203	1,762	610	95	169	2,839	465	169	634	3,473
TOTAL EXPENSES	\$ 704,162	\$ 632,214	\$ 225,962	\$ 32,860	\$ 117,926	\$ 1,713,124	\$ 239,511	\$ 84,063	\$ 323,574	\$ 2,036,698

The accompanying notes are an integral part of these financial statements.

THE HOWARD COUNTY ARTS COUNCIL, INC.
STATEMENTS OF CASH FLOWS
YEARS ENDED JUNE 30, 2024 AND 2023

	2024	2023
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 175,761	\$ 580,459
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation and amortization	9,975	8,386
Gain on assets restricted for long-term use	2,382	(16,256)
Net (appreciation) depreciation in fair value of investments	(2,769)	(1,122)
Changes in operating assets and liabilities:		
Decrease (increase) in assets		
Pledges receivable	(20,500)	7,500
Certificates of deposit	(4)	(5)
Prepaid expenses	1,064	(1,054)
Interest in assets held by the Community Foundation of Howard County	(20,758)	(16,723)
Increase (decrease) in liabilities		
Accounts payable	898	15
Accrued expenses	(12,145)	(13,676)
Deferred revenue	(742)	7,367
Security deposits	474	(403)
Net Cash Provided by (Used for) Operating Activities	133,636	554,488
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	(51,650)	(21,445)
Purchases of investments	(34,804)	(407,557)
Net Cash Provided by (Used for) Investing Activities	(86,454)	(429,002)
CASH FLOWS FROM FINANCING ACTIVITIES		
Gain on assets restricted for long-term use	(2,382)	16,256
Net Cash Provided by (Used for) Financing Activities	(2,382)	16,256
NET CHANGE IN CASH AND CASH EQUIVALENTS	44,800	141,742
CASH AND CASH EQUIVALENTS, beginning of year	649,461	507,719
CASH AND CASH EQUIVALENTS, end of year	\$ 694,261	\$ 649,461

The accompanying notes are an integral part of these financial statements.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE A – NATURE OF ORGANIZATION AND PROGRAM DESCRIPTION

Established in 1981 as a not-for-profit corporation, The Howard County Arts Council, Inc. (the “Arts Council”) was formed by a resolution of the County Council of Howard County, Maryland, to foster the arts and cultural development in the Howard County community. As the county’s designated arts council, it is authorized to administer state and county public funds by awarding grants to qualifying organizations that promote the arts, art education, culture and providing programs that engage the public in the arts.

The Arts Council provides the following program services:

Grant Awards - To advance and support the arts, the Arts Council administers the following grant programs: Community Arts Development, Artists-in-Education, Baltimore City Arts and Cultural Organizations, Creative Howard, Organizational Development, Outreach Howard, and the Jim Rouse Theatre Subsidy Program. Additional grant programs are piloted and activated from time to time as needed. A volunteer Artistic Review Panel is charged with evaluating all grant applications received from eligible organizations. The Board of Directors votes on the panel’s recommendations and has final approval of the grant awards.

Art Center - To encourage an active and supportive relationship between artists and the public, the Arts Council manages a 32,000 square feet multi-purpose arts center, which provides affordable studio and meeting space to artists, a black box theatre, and a dance studio for performances and rehearsals, classrooms for arts education, and two exhibit spaces for the display of various forms of visual artwork.

Community Services - To foster and promote the arts, the Arts Council maintains a website that promotes upcoming programs and performances, develops partnerships to advance the arts, publishes a quarterly newsletter, maintains an active social media presence and online calendar of art events in the county, offers awards and scholarships, and provides various resources, technical assistance, advice and guidance on artistic development and art education.

Long Reach – In January 2020, the Arts Council was invited by the Howard County Government to develop and manage 16 individual artist studios at the Long Reach Village Center as part of their Long Reach Rising revitalization effort.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE A – NATURE OF ORGANIZATION AND PROGRAM DESCRIPTION –
continued

Special Projects - To ensure that the arts are accessible to all citizens, the Arts Council develops programs that reach out to underserved or new audiences. These programs may be ongoing or one-time pilot projects.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Arts Council have been prepared using the accrual basis of accounting. Therefore, revenue and related assets are recognized when earned, and expenses and related liabilities are recognized as the obligations are incurred.

Financial Statement Presentation

Financial statement presentation follows Financial Accounting Standard Board (“FASB”) Accounting Standards Codification (“ASC”) Topic 958, *Not-for-Profit Entities*. In accordance with Topic 958, net assets, revenue, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Arts Council and changes therein are classified and reported as follows:

Net Assets without Donor Restrictions – Net assets not subject to donor-imposed restrictions or stipulations.

Net Assets with Donor Restrictions – Net assets subject to donor-imposed stipulations that may or will be met by either actions of the Arts Council and/or the passage of time, or that must be maintained in perpetuity by the Arts Council. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and are reported in the statements of activities as net assets released from restrictions. Contributions received with donor restrictions that are met in the same reporting period are reported as support without donor restrictions.

Cash and Cash Equivalents

The Arts Council considers money market funds and all highly liquid investments with original maturities of three months or less to be cash equivalents. The Arts Council maintains its cash and cash equivalents balances in bank deposit accounts, which are insured by the Federal Deposit Insurance Corporation up to \$250,000 per financial institution. At times, the accounts may exceed this limit. However, the Arts Council believes it is not exposed to any significant credit risk on cash and cash equivalents.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

Pledges Receivable

Pledges receivable are stated at the amount management expects to collect from balances outstanding at year end. Throughout the year, management determines if an allowance for doubtful accounts is necessary based upon a review of outstanding receivables, historical collection of information, and existing economic conditions. Accounts deemed uncollectible are charged off based on specific circumstances of the parties involved. Management expects to collect all outstanding receivables. Therefore, no allowance for doubtful accounts was established as of June 30, 2024 and 2023.

Property and Equipment

Property and equipment are stated at cost or, if donated, at fair value as of the date of donation. The Arts Council capitalizes all property and equipment with a cost basis greater than \$500 and a useful life greater than one year. Expenditures, which extend the useful life of an asset are capitalized, while repairs and maintenance are expensed. Depreciation and amortization is provided using the straight-line method over the estimated useful lives of the assets as follows:

Leasehold improvements	10 – 20 years
Furniture, fixtures and equipment	5 – 7 years
Website	2 – 5 years

Investments

Investments are accounted for at fair value and consist of money market funds and certificates of deposit, which are maintained in an investment brokerage account. The fair value of certificates of deposit held in brokerage accounts is based on their quoted market price, and is provided by the Arts Council's investment fund manager. Interest and dividends are recognized as earned. Net appreciation and depreciation in the fair value of investments are recognized on the statements of activities in the period in which such changes occur.

Deferred Revenue

Deferred revenue consists of unearned registration fees received in advance for participation in the summer camp programs held by the Arts Council. As of the beginning of June 30, 2023, deferred revenue totaled \$103,945.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

Revenue Recognition

Grants and Contributions

The Arts Council recognizes grants and contributions when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met. Contributions received with donor stipulations are recorded as contributions with donor restrictions based on the donor's intent. Unless otherwise stated by the donor, individual donations are recorded as contributions without donor restrictions.

In addition, the Arts Council receives funding from state and local government agencies, which is considered a conditional contribution. These grants are subject to audit by the grantor agencies, which could result in a request for reimbursement by the agency for expenditures disallowed under the terms and conditions of the appropriate grantor. Any amounts received prior to incurring qualifying expenditures would be reported as deferred revenue in the statements of financial position. Furthermore, any unexpended funds received from government agencies are subject to be returned to the funding authority, unless the funding authority allows the Arts Council to retain such excess. For the years ended June 30, 2024 and 2023, there were no unexpended funds due back to granting authorities.

Program Services

Program services largely represent camp registrations and rental income, and is recognized as revenue in the period in which the related activity occurs. Camp registration fees and rental income collected in advance are recorded as deferred revenue.

Employee Retention Tax Credit

As part of the Coronavirus Aid, Relief, and Economic Security Act, during fiscal year 2023, the Arts Council received an Employee Retention Tax Credit ("ERTC"), which is a refundable tax credit against certain employment taxes that are equal to 50% of the qualified wages that an eligible employer pays to its employees. The ERTC payment received from the Internal Revenue Service totaled \$149,080, and was recognized as revenue on the statement of activities.

In-kind Facilities

Donated services are recognized as contributions if the services (a) create or enhance non-financial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Arts Council. Donated services that do not meet the above criteria are not recognized

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued

In-kind Facilities – continued

The Arts Council receives in-kind facilities from the Howard County government, which is reported as in-kind facilities on the statements of activities and functional expenses in the period in which such facilities are used. The estimated fair rental value of donated facilities is based on an estimated market rental rate, and the allocated utilities, facilities, and maintenance costs determined by Howard County.

Agency Transactions

The Arts Council receives grants and contributions from government and private sources for purposes of furthering the Arts Council’s stated mission: to enrich and serve the Howard County community by fostering the arts, artists and arts organizations. Funds received and distributed by the Arts Council for purposes for which it acts as an agent, trustee or intermediary for resource providers are not included in the statements of activities in cases where the Arts Council does not have discretion or variance power over the distributions.

Method Used for Allocation of Expenses

The financial statements report certain categories of expenses that are attributable to one or more program or support function as management and general activities. Expenses of this nature are allocated on a reasonable basis that is consistently applied. Allocated expenses include depreciation and amortization, equipment, and any other applicable expenditures, which are based on salaries and related costs determined by estimates of time and effort expensed.

Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE C – INCOME TAXES

The Arts Council is a 501(c)(3) organization that is exempt from federal income tax under Section 501(a) of the Internal Revenue Code. The Arts Council is, however, subject to tax on business income unrelated to the Arts Council's exempt purpose. No provision for income taxes is reflected in the accompanying financial statements for the years ended June 30, 2024 and 2023, since the Arts Council had no taxable income from unrelated business activities.

The Arts Council recognizes the effect of income tax positions only if those positions are more likely than not of being sustained. The Arts Council does not believe its financial statements include any uncertain tax positions.

The Arts Council's information returns are subject to examination by the Internal Revenue Service for a period of three years from the date they were filed, except under certain circumstances. The Arts Council's information returns for the years ended June 30, 2021 through 2023, are open for a tax examination by the Internal Revenue Service, although no request has been made as of the date of these financial statements.

NOTE D – AVAILABLE RESOURCES AND LIQUIDITY

The Arts Council strives to maintain liquid financial assets to cover 12 months of general expenditures. As part of the liquidity management plan, the Arts Council invests cash and cash equivalents in excess of daily requirements in short-term money market funds and certificates of deposit. The Arts Council has various sources of liquidity at its disposal including cash and cash equivalents, pledges receivable, certificates of deposit, and investments.

In addition, the Arts Council anticipates receiving additional grants and contributions that will sufficiently cover its operating expenses over 12-month period. Although the Arts Council does not intend to spend board designated funds other than those amounts appropriated for general expenditures, these funds could be made available through a board resolution, if necessary.

In determining the adequacy of liquidity sources to cover general operating expenditures over a 12-month period, the Arts Council considers all expenditures related to its program services, management and general, and fundraising activities, to be general operating expenditures.

As of June 30, 2024 and 2023, total financial assets held by the Arts Council and the amounts of those financial assets that could readily be made available within one year of the statements of financial position date to meet general expenditures were as follows:

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE D – AVAILABLE RESOURCES AND LIQUIDITY – continued

	2024	2023
Cash and cash equivalents	\$ 694,261	\$ 649,461
Pledges receivable	28,000	7,500
Certificates of deposit	22,734	22,730
Investments - board designated reserve fund	1,059,772	1,022,199
Interest in assets held by the Community Foundation of Howard County	193,929	173,171
Total Financial Assets	1,998,696	1,875,061
Less: board designated reserves	(1,095,877)	(1,058,118)
Less: net assets with donor restrictions	(337,009)	(167,339)
Less: net assets encumbered by donor restrictions - perpetual in nature	(65,570)	(65,570)
Total Financial Assets Available to Meet Cash Needs for General Expenditures within One Year	\$ 500,240	\$ 584,034

NOTE E – PROPERTY AND EQUIPMENT

Property and equipment consisted of the following as of June 30:

	2024	2023
Leasehold improvements	\$ 517,505	\$ 517,505
Furniture, fixtures and equipment	148,244	148,244
Website	89,167	37,517
	754,916	703,266
Less: accumulated depreciation and amortization	(668,711)	(658,926)
Property and Equipment, Net	\$ 86,205	\$ 44,340

Depreciation and amortization expense totaled \$9,975 and \$8,386 for the years ended June 30, 2024 and 2023, respectively.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE F – INVESTMENTS AND FAIR VALUE MEASUREMENT

FASB ASC Topic 820, *Fair Value Measurement*, establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). Level 1 of the fair value hierarchy under FASB ASC Topic 820 is described as inputs to the valuation methodology that are unadjusted quoted prices for identical assets or liabilities in active markets that the Arts Council has the ability to access.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The three levels of the fair value hierarchy are described as follows:

- | | |
|----------------|---|
| <i>Level 1</i> | Inputs are based on unadjusted quoted prices for identical assets traded in active markets that the Arts Council has the ability to access. |
| <i>Level 2</i> | Inputs are based upon quoted prices for similar assets in active markets, quoted prices for identical or similar assets in inactive markets, or model based valuation techniques for which all significant assumptions are observable in the market or can be corroborated by observable market data. |
| <i>Level 3</i> | Inputs are unobservable and significant to the fair value measurement. |

The described valuation methods may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although management believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The Arts Council's investments in money market funds are valued by carrying amount, which approximates fair value. The fair value of certificates of deposit and the interest in assets held by the Community Foundation of Howard County (the "Foundation") have been provided by the Arts Council's investment managers and the Foundation, respectively, and use a variety of pricing sources to determine market valuations, including indexes for each sector of the market.

The following tables set forth by level, within the fair value hierarchy, the Arts Council's investments at fair value on a recurring basis as of June 30, 2024 and 2023, respectively:

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE F – INVESTMENTS AND FAIR VALUE MEASUREMENT – continued

Assets at Fair Value as of June 30, 2024

	Level 1	Level 2	Level 3	Total
Money market funds	\$ 277,911	\$ -	\$ -	\$ 277,911
Certificates of deposit	-	781,861	-	781,861
Interest in assets held by the Foundation	-	193,929	-	193,929
Total assets at fair value	\$ 277,911	\$ 975,790	\$ -	\$1,253,701

Asset at Fair Value as of June 30, 2023

	Level 1	Level 2	Level 3	Total
Money market funds	\$ 333,107	-	-	\$ 333,107
Certificates of deposit	-	689,092	-	689,092
Interest in assets held by the Foundation	-	173,171	-	173,171
Total assets at fair value	\$ 333,107	\$ 862,263	\$ -	\$1,195,370

NOTE G – NET ASSETS

Board Designated Reserves

The Board of Directors set aside four separate bank accounts for the purpose of segregating designated funds for the re-grants program, Jim Rouse Theatre (JRT) Subsidies, JRT equipment fund, and the studio escrow.

To ensure the long-term viability of the Arts Council, an investment account was also established by the Board of Directors for working capital reserves to be utilized by the Arts Council in the case of an emergency.

As of June 30, 2024 and 2023, the aggregate total amount of the board designated cash and cash equivalents and investments were as follows:

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE G – NET ASSETS – continued

	2024	2023
Cash and cash equivalents	\$ 36,105	\$ 35,919
Investments	1,059,772	1,022,199
Total	\$1,095,877	\$1,058,118

Net Assets with Donor Restrictions

As of June 30, 2024 and 2023, net assets with donor restrictions were designated as follows:

	2024	2023
Various programs and projects	\$ 219,810	\$ 64,763
Headstart program	8,000	7,500
Re-grants to other non-profit organizations and special projects	5,840	12,475
Donor designated endowment	65,570	65,570
Accumulated earnings in endowment fund	103,359	82,601
Total	\$ 402,579	\$ 232,909

NOTE H – AGENCY TRANSACTIONS

The Arts Council was the subrecipient of two grants from Howard County, Maryland that required the Arts Council to regrant either a portion or all of the funds received to other entities specified in the grant agreements. Therefore, any funds received and distributed by the Arts Council for which it has no variance power were not included in the Arts Council's statements of activities or functional expenses.

For the years ended June 30, 2024 and 2023, a total of \$230,000 and \$715,000, respectively, in regrants was awarded to designated non-profit organizations for which the Arts Council had no variance power.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE I – IN-KIND DONATIONS

The Arts Council receives in-kind facilities from Howard County, which is a school building used for office space, art exhibits, dance studios, etc. For the years ended June 30, 2024 and 2023, the value of in-kind facilities totaled \$227,665 and \$275,960, respectively. The estimated fair value of the in-kind facilities is based on estimated market rental rate, determined by Howard County. The in-kind rent was allocated and used among the Arts Council's programs and support services.

In addition, for the year ended June 30, 2024, the Arts Council received in-kind donations for its celebration event. The donations included raffle tickets, media, and culinary sponsors for a total amount of \$61,922. The Arts Council also received \$5,000 in donated professional consulting services for its strategic plan. The in-kind donations were utilized by and allocated between programs and support services. There were no donor imposed restrictions.

NOTE J – INVESTMENT ENDOWMENT FUNDS

The Arts Council has assets held by the Community Foundation of Howard County (the "Foundation") to be designated for the Howard County Arts Council Future for the Arts Fund endowment and is classified as net assets with donor restrictions in the accompanying statements of financial position.

The Community Foundation of Howard County (formerly, the Columbia Foundation) holds the Howard County Arts Council's Future for the Arts Fund (the "Fund"), an endowment established in 1999 under an agreement between the Howard County Arts Council and the Community Foundation of Howard County (the "Foundation").

Since the Arts Council has a beneficial interest in those funds, the transaction is considered reciprocal. As required by generally accepted accounting principles, net assets associated with endowment funds are classified and reported based on the existence of donor-imposed restrictions. Funds held by the Foundation consist of both donor designated endowment funds and board designated endowment funds.

Return Objectives and Spending Policy

The Foundation will hold the net assets with donor restriction endowment principal in perpetuity and invest the assets to provide income to the Arts Council. The Foundation has the authority to redirect the monies accumulated in the Fund should the Arts Council discontinue its business operations. Net assets with donor restricted contributions are recorded by both the Foundation and the Arts Council since contributions are received by the Arts Council and remitted to the Foundation. Per the agreement, the annual distributions available to the Arts Council will be 5% of the market value of the Fund's assets as of December 31st of the preceding year, subject to specified conditions and limitations.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE J – INVESTMENT ENDOWMENT FUNDS – continued

Return Objectives and Spending Policy – continued

The Arts Council has the option to reinvest these funds or place them in the operating account and are classified as net assets without donor restrictions due to time restrictions. Currently, these funds are being reinvested. The endowment assets are managed in accordance with the investment policy established by the Foundation.

The accumulated earnings on both the board designated endowment assets and the donor designated net assets with restrictions are reported as net assets without donor restrictions. These accumulated earnings are available only in accordance with the spending policy established with the Foundation.

The Arts Council's investment endowment net assets consist of the following as of June 30, 2024:

	Without Donor Restrictions	With Donor Restrictions	Total
Original donor-restricted gift amount and amounts required to be retained by donor	\$ -	\$ 65,570	\$ 65,570
Portion subject to appropriation for expenditures	25,000	103,359	128,359
Balance as of June 30, 2024	<u>\$ 25,000</u>	<u>\$ 168,929</u>	<u>\$ 193,929</u>

Changes in the investment endowment net assets for the year ended June 30, 2024, are as follows:

	Without Donor Restrictions	With Donor Restrictions	Total
Beginning of year, June 30, 2023	\$ 25,000	\$ 148,171	\$ 173,171
Interest and dividends	-	2,862	2,862
Net appreciation in fair value of investments	-	17,896	17,896
End of year, June 30, 2024	<u>\$ 25,000</u>	<u>\$ 168,929</u>	<u>\$ 193,929</u>

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023
(continued)

NOTE J – INVESTMENT ENDOWMENT FUNDS – continued

The Arts Council’s investment endowment net assets consist of the following as of June 30, 2023:

	Without Donor Restrictions	With Donor Restrictions	Total
Original donor-restricted gift amount and amounts required to be retained by donor	\$ -	\$ 65,570	\$ 65,570
Portion subject to appropriation for expenditures	25,000	82,601	107,601
Balance as of June 30, 2023	<u>\$ 25,000</u>	<u>\$ 148,171</u>	<u>\$ 173,171</u>

Changes in the investment endowment net assets for the year ended June 30, 2023, are as follows:

	Without Donor Restrictions	With Donor Restrictions	Total
Beginning of year, June 30, 2022	\$ 25,000	\$ 131,448	\$ 156,448
Contributions	-	467	467
Interest and dividends	-	2,306	2,306
Net appreciation in fair value of investments	-	13,950	13,950
End of year, June 30, 2023	<u>\$ 25,000</u>	<u>\$ 148,171</u>	<u>\$ 173,171</u>

Net assets without donor restrictions are reflected as board endowments; and net assets with donor restrictions are reflected as accumulated earnings and appreciation in fair value in the above tables pertaining to the assets held by the Foundation. There were no underwater funds as of June 30, 2024 and 2023.

NOTE K – SUBLEASES

As per the lease agreement established with the Howard County government, the Arts Council may sublease building space to artists and related organizations. Such space consists of studios, classrooms, a theatre, and meeting rooms, which are subleased to tenants under operating lease agreements with varying terms. For the years ended June 30, 2024 and 2023, rent received by the Arts Council under the subleases totaled \$178,971 and \$148,094, respectively.

THE HOWARD COUNTY ARTS COUNCIL, INC.
NOTES TO THE FINANCIAL STATEMENTS
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NOTE L – RETIREMENT PLAN

The Arts Council established a retirement savings plan, which covers all eligible employees. Employees are permitted to contribute up to the maximum amount prescribed by law. The Arts Council is required to make dollar-for-dollar matching contributions of up to 3% of compensation for each employee making salary-reduction contributions under the SIMPLE Plan (Savings Incentive Match Plan for Employees). The Arts Council may, however, elect out of this requirement or reduce the contribution amount provided, within a reasonable time before the annual election period. For the years ended June 30, 2024 and 2023, the Arts Council's contributions to the SIMPLE Plan totaled \$9,306 and \$9,191, respectively.

NOTE M – SUBSEQUENT EVENTS

In preparing these financial statements, the Arts Council has evaluated events and transactions for potential recognition or disclosure through November xx, 2024, the date the financial statements were available to be issued. There were no additional events or transactions that were discovered during the evaluation that required further recognition or disclosure.