

# Review of Commissioner roles and responsibilities

May 6, 2009

The mission of the Boise City Arts & History Department is directly aligned with the following focus area of the City's Strategic Plan:

*Foster an environment where learning, the arts, culture, and recreation thrive.*

What is the Commission's role in supporting this strategic focus area and the goals of the Department?

The Commission met in January 2009 with facilitator/consultant Anne Wescott and identified the key roles and responsibilities of the Commission in supporting the mission and strategic plan of the Boise City Arts & History Department. These roles and responsibilities are focused around four critical objectives: activities, organizations, financial resources, and physical assets as follows:

1. Encourage participation in artistic, cultural and historic *activities*;
2. Promote the growth and development of the City's artists, and artistic, cultural and historic *organizations*;
3. Foster the preservation and growth of the *financial resources* that support artistic, cultural and historic activities; and
4. Make recommendations about the acquisition and maintenance of cultural *assets*.

The Commission will be focusing its agendas, policy recommendations, and committee work on actions that support these four objectives. It will focus its work on actions that contribute to realizing performance targets the Department has set in these areas:

- Set target performance measurements for increased participation,
- Health of existing and increase in number of new organizations,
- Increase in community spending on/support for these organizations, activities, programs, etc.

How does each commissioner best serve to further the goals of the department?

The Commission identified action steps that would need to be taken to realize these **four objectives**. The actions that are most likely to produce the greatest achievement of the objectives, complement the work of the Department staff, and be reasonable time commitments include:

1. Encourage **participation** in artistic, cultural and historic activities through advocacy (sponsor, attend), marketing (message) and needs assessment (survey)-
  - Each commissioner would attend and/or volunteer at 3 department-sponsored events and
  - Each commissioner would attend #3 community events, presentations, and/or performances, etc;
  - Each commissioner would market activities/events by sending to their contacts an e-mail announcement or the e-newsletter, and/or inviting additional participants;
  - As needed, commissioners would assist with information-gathering/surveys.

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2. Promote the **growth and development** of the City's artists, and artistic, cultural and historic organizations by sharing information, providing advocacy and encouragement, promoting funding support, and educating the community-

- Each commissioner would "adopt" up to two organizations and become their advocate, attending performances/bringing guests, attending an occasional board meeting to share information about/from the department, bringing information back to the Commission, introducing the Commission's purpose to their board, etc. (*know about it, participate in it*)

3. Foster the **preservation and growth** of the financial resources that support artistic, cultural and historic activities through advocacy and analysis-

- Commission would provide input during the "budget build" process.
- Each commissioner would participate in some way in the fundraising efforts of their "adopted" organization.
- Commissioners may serve on a sub-committee to analyze, prioritize and provide recommendations about the distribution of Department funding to activities, organizations and artists, such as the City Arts & History Fund.

4. **Make recommendations** about the acquisition and maintenance of cultural assets through research and analysis-

- Commissioners would have an opportunity to serve on a sub-committee to analyze, prioritize and provide recommendations about acquisition and maintenance of current and future cultural assets, including public art, historic buildings, etc.