



P.O. Box 4675 | Portland, ME | 04112 | 207-370-4784

Board of Directors Meeting
Wednesday, November 6, 2019
3:30 PM
84 Free Street

AGENDA

1. Welcome and President's Comments

- A. Board retreat and orientation for new Board members: Weds., December 19, at 3:30 p.m.
- B. New 2020 schedule for Board meetings: monthly dates will remain on first Weds. at 3:30 p.m., with the exception of no meetings in March, August, and December. Committees will meet as needed.

2. Consent Agenda

- A. October 2, 2019, Minutes - see attached draft.
- B. September 2019 Financial - see attached.
- C. Executive Director's Report - see attached.

ACTION: Vote to accept Consent Agenda.

3. Executive Director Update and Discussion

- A. Annual Meeting of Corporator - November 4th - see attached packet.
- B. Staff Update
- C. Fall Campaign Mailer and Online Fundraising Outreach

4. CP Board Development

- A. Welcome to Sam Mateosian and Eliza Ginn, two new City appointees!
- B. Thank you Gerard Salvo for newing another term.
- C. CP Board Nominating Committee recommends Board candidate Charlie Miller.

ACTION: Vote to appoint Charlie Miller.

5. Discussion:

Next Meeting Dates:

January 8 (in lieu of January 1)

February 5

April 1

May 6

June 3

Creative Portland Board Minutes

October 2, 2019

Creative Portland Office

84 Free Street

Board In Attendance: David Brenerman, Lisa Bloss, Gerard Salvo, Gib Foltz, Brian Marshall, Daniel Minter, Kate Anker, Greg Mitchell

Staff in Attendance: Dinah Minot, Emily Southard

Audience: n/a

Meeting called to order 3:38pm

Welcome & President's Comments

Mr. Brenerman welcomed the board.

Consent Agenda

Mr. Brenerman gave an overview of the materials on the consent agenda and noted the packet included the approved FY20 workplan and budget.

Motion to Approve Consent Agenda

First: Mr. Salvo

Second: Mr. Minter

No further discussion.

Vote: Unanimous

Executive Director Update & Discussion

Grant Pursuits

- Onion Foundation - application submitted to develop and implement a cultural app to improve public access to the arts. Ask: \$15,000
- Maine Arts Commission - application in process and is due October 17. Asking for \$75,000, to be disbursed over three years, for cultural plan implementation.

Forging New Partnerships

- CP continues to recognize value in convening, connecting and promoting.
Example: Palaver Strings is now working with Titi De Baccarat, the Office of Economic Opportunity, and the Immigrant Welcome Center on a "Welcome Home" project highlighting collaboration through the arts.

Creative Bus Shelter Initiative

- Open call one-pager was distributed, more information including criteria for selection and requirements for application is available on the CP website
- Steering committee: CP, MECA/IAA, GPCOG, METRO, PMA, Waterstone
- Deadline: December 15

First Friday Art Walk at CP

- October: Portland Dance Month kickoff party with Riley Watts
- November: Maine Suffrage Centennial & Daffodil Tribute bulb pickup and celebration, other suffrage themed events throughout the city

Hear Here 2020

- Sunday, January 26
- Grateful to city for offering space

Fall Campaign and Board Challenge

- Shared copies of the fall appeal flyer

Annual Meeting of Corporator

- Annual report has been written and is under review internally. It will be shared with the board before it is sent to the city to be put on the agenda for a November city council meeting.

CP Structure Proposal

Update

Ms. Minot and Mr. Mitchell met with a city lawyer to discuss what it would look like for CP to join the Economic Development Department. A worksheet was distributed, created by the Executive Committee, that proposes a structure going forward - an Office of Arts & Cultural Affairs within the Economic Development Department, to take effect July 1, 2020, with CP as a separate 501(c)3 nonprofit to raise money and receive grants to fund programs beyond what the city would fund for staff. Ms. Minot noted that becoming part of the city requires city approval of staff work plan. Mr. Mitchell noted that the proposed structure addresses the legal concerns on oversight and accountability.

Discussion/Questions/Comments

- How would funding work?
- Does the city manager or city council need to approve this change? Believe it can be implemented administratively by the city manager without a city council vote (except for perhaps allocation of TIF funds).
- Requires lots of work (ex: job descriptions would have to be created for city staff that fit into the existing city employee structure, etc), should begin implementing any plan quickly after approval.
- Board directs 501(c)3 funds and serves as advisors to staff who are now city employees.
- CP is not a strong enough organization to raise an additional \$60K for benefits or to become its own separate nonprofit with no city ties.

- Being part of the city legitimizes the arts and provides an opportunity to show the value of the arts as an economic engine and community bonding tool.
- Staff and programs could be cut from the city at any time. CP should write out exactly what its work plan would entail and have that document approved before merging.
- Can city staff spend time fundraising for the 501(c)3? Fundraising would not fall on city workplan, with perhaps the exception of applying for grants. CP board could contract separately with a fundraiser.

Mr. Mitchell felt his vote would be a conflict of interest and announced he would recuse himself from any vote on this topic.

Topic was tabled in order to move on to the slate of officers.

CP Board Development

Mr. Brenerman presented the Executive Committee's recommendation for the new slate of officers as follows:

President: Kate Anker
 Vice President: Brian Marshall
 Treasurer: Gib Foltz
 Secretary: David Brenerman

Mr. Brenerman asked for other nominations. There were none.

Motion to Approve Slate of Officers

First: Mr. Salvo

Second: Ms. Bloss

No further discussion

Vote: Unanimous

CP Structure Proposal Continued

Mr. Mitchell left the room so the board could continue to discuss the structure proposal without him present.

Additional Discussion/Questions/Comments

- CP needs to figure out how to prioritize needs with the city.
- CP staff under city umbrella shows the city is behind the arts, hope the public sees it that way. If the office were to be cut in the future, the community would be in an uproar.
- 501(c)3 board needs to be built with intention.
- There are examples of arts departments in cities across the country.

- When assembling the work plan to present to the city, think about allocation of time and not just money.
- Do not list programs specifically in this document; change language to “the workplan as recommended by board of Creative Portland and approved by Economic Development Department Director”

Mr. Mitchell returned for the vote. Mr. Brenerman summarized that the board decided to move forward with the proposal with a few adjustments (ie: will not list programs but will say “the workplan as recommended by board of Creative Portland and approved by Economic Development Department Director”). A revised plan will be presented to the city manager with these adjustments. The board will ask the city to extend CP benefits and payroll for an additional six months (January-June 2020) through the end of FY20.

Agreement to Move Forward with Proposal with Amended Language as Discussed

First: Ms. Anker

Second: Mr. Marshall

No further discussion.

Vote: Unanimous with Mr. Mitchell abstaining

Adjourned 5:05pm

Minutes respectfully submitted by Emily Southard

Creative Portland
Profit & Loss Budget vs. Actual
 July 2019 through September 2019

	Jul - Sep 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · Operations (unrestricted)	29,598	30,000	-403	98.66%
4200 · Programs	214	10,375	-10,161	2.06%
Total Income	29,811	40,375	-10,564	73.84%
Cost of Goods Sold				
5000 · Cost of Programs	385	2,625	-2,240	14.66%
Total COGS	385	2,625	-2,240	14.66%
Gross Profit	29,426	37,750	-8,324	77.95%
Expense				
6000 · Marketing	488	1,450	-962	33.68%
6100 · Personnel	25,526	26,188	-661	97.48%
6200 · Occupancy Expenses	1,514	1,050	464	144.21%
6300 · Travel	0	500	-500	0.0%
6500 · Professional Services	2,178	4,338	-2,160	50.2%
6600 · Operating Expenses	1,475	3,323	-1,848	44.39%
6999 · Organizational Development	0	1,000	-1,000	0.0%
Total Expense	31,181	37,848	-6,667	82.39%
Net Ordinary Income	-1,755	-98	-1,657	1,798.85%
Other Income/Expense				
Other Income				
7000 · Other Income-Expense	-38	0	-38	100.0%
Total Other Income	-38	0	-38	100.0%
Net Other Income	-38	0	-38	100.0%
Net Income	-1,793	-98	-1,695	1,838.2%

Creative Portland Balance Sheet

As of September 30, 2019

	<u>Sep 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Creative Portland Checking	43,556
1015 · Petty Cash	537
1025 · PayPal Account	1,119
Total Checking/Savings	<u>45,212</u>
Total Current Assets	45,212
Fixed Assets	
1400 · Fixed Assets	31,791
Total Fixed Assets	<u>31,791</u>
TOTAL ASSETS	<u>77,003</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	25,526
Total Accounts Payable	<u>25,526</u>
Other Current Liabilities	
2500 · Fiscal Sponsorship Liability	6,813
Total Other Current Liabilities	<u>6,813</u>
Total Current Liabilities	32,339
Long Term Liabilities	
2800 · City of Portland Loan	14,965
Total Long Term Liabilities	<u>14,965</u>
Total Liabilities	47,304
Equity	
3050 · Retained Earnings	930
3100 · Unrest'd Net Assets	24,162
3200 · Temporarily Rest'd Net Assets	6,365
3221 · Loss/Gain on Investment	35
Net Income	-1,793
Total Equity	<u>29,699</u>
TOTAL LIABILITIES & EQUITY	<u>77,003</u>

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Executive Director Report 11/06/19 Board Meeting

FUNDRAISING UPDATE

- Fall Campaign launched week of October 21
- Board Challenge to be completed by December 31, 2019
- Grant applications submitted (Onion Foundation & CCED2)
- Grant Awards for FY20 disbursement
 - \$2,300 - MAC organizational development grant award
 - \$25,000 - NEA Our Town grant award for creative bus shelter initiative
 - \$15,000 - PEDPIP matching grant award for branding initiative

PROGRAMS IN OCTOBER

- **First Friday Art Walk**
 - October highlights: Portland Dance Month!
- **Arts in the Chamber series**
 - Oct 7 - Lindsay Bourassa Flamenco dancer & students
- **Monday Morning Drop By**
 - Oct 7 open house. Note: November 4 MMDB cancelled. Next meeting Dec 2.
- **CP Gallery** - "All The Great Trees" Art Exhibition Opening
 - Opening Reception 5:30-7:30pm on Wed October 23. 100 guests, 2 pieces sold.
 - Curatorial Team: Bruce Brown, curator emeritus at the Center for Maine Contemporary Art; Catherine Callahan, painter and curator; Amy Hagberg, University of Southern Maine; Rusty Lamer, designer; Daniel Minter, Creative Portland, Maine College of Art, and Indigo Arts Alliance; Dinah Minot, Creative Portland; and Bonnie Norlander, Your Art Partner
 - 19 artists selected from Greater Portland, including emerging and established artists from Biddeford to Brunswick.
- **Grant Applications** (Onion Foundation & MAC CCED2) available upon request.
- **2 Degrees** - Committee met on Oct 29th to recap September event and discuss plans for future program. Need sponsors to hire PT program coordinator. Board members Lisa Bloss & Gib Foltz are on the committee.

MEMORANDUM
City Council Agenda Item

FROM: Lori Paulette, Senior Executive Assistant

DATE: October 11, 2019

SUBJECT: **Annual Meeting of the Corporator of Creative Portland - Sponsored by Mayor Ethan K. Strimling**

SPONSOR: Mayor Ethan Strimling
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading 11/4/2019

Final Action 11/4/2019

Can action be taken at a later date: Yes

PRESENTATION: David Brenerman, President/Creative Portland, 2 Minutes; and,
Dinah Minot, Creative Portland Executive Director, 2 Minutes.

I. SUMMARY

At the October Meeting of the Creative Portland Board of Directors, it set the date for the Annual Meeting of the Corporator as November 4, 2019.

II. AGENDA DESCRIPTION

Pursuant to the Bylaws of Creative Portland (CP), the Portland City Council, as Corporator of Creative Portland, shall hold its annual meeting in the month of November each year or at a special meeting. This year's Annual Meeting Agenda includes:

1. Accepting CP FY19 Activity and Financial Reports;
2. Appointment of members Eliza Ginn, Sam Mateosian, and reappointment of Gerard Salvo for three-year terms expiring 11/30/2022; and
3. Transaction of other business as may be deemed necessary.

In addition to its signature programs, like First Friday Art Walk and Arts in the Chamber, 2019 notable accomplishments include:

1. Cultural Plan Update of 2018: A Living Action Plan, adopted by City Council 3/19;
2. Arts & Culture Summit 2019 hosted at Ocean Gateway, with 200 cultural leaders;
3. Hear Here, a local talent showcase of performing artists at Merrill Auditorium, debuted to an audience of 700 on a Sunday afternoon in February, with Governor Janet Mills and Congresswoman Chellie Pingree in attendance;
4. NEA Our Town 2019 Grant recipient for Creative Bus Shelter Initiative;
5. Creative Portland Art Gallery (two show openings per year with over 100 attendees each);
6. 2 Degrees Portland program re-launched with Live + Work in Maine & People's United Bank as new sponsors; and
7. Fiscal Sponsorships (CP provided 13 sponsorships to fledgling organizations & initiatives).

III. BACKGROUND

At the October Meeting of the Creative Portland Board of Directors, the Board set the date for the Annual Meeting of the Corporator as November 4, 2019.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result of the Annual Meeting of the Corporator would be for it to receive and accept the annual Activity and Financial Report and appoint members Eliza Ginn, Sam Mateosian, and reappoint Gerard Salvo.

V. FINANCIAL IMPACT

There is no financial impact associated with this action.

VI. STAFF ANALYSIS AND BACKGROUND

Because the Creative Portland Board recommended that the Corporator hold its Annual Meeting of Creative Portland on November 4, 2019, to review and accept the annual Activity and Financial Report and appoint members, Creative Portland staff is requesting the Annual Meeting be held on November 4, 2019.

VII. RECOMMENDATION

It is recommended that the City Council hold its Annual Meeting of Creative Portland on November 4, 2019.

VIII. LIST ATTACHMENTS

1. FY2019 Annual Report of CP

Prepared by:

Lori Paulette, Senior Executive Assistant

Date: 10/11/2019

CREATIVE PORTLAND^{ME}

84 Free Street, Portland, ME 04101 | 207-370-4784

EXECUTIVE SUMMARY - FY2019 ANNUAL REPORT

The Creative Portland (CP) Corporation submits the tenth Annual Report to the Portland City Council, Corporator of Creative Portland for the fiscal year ending on June 30, 2019. A financial summary of Creative Portland's FY19 revenue and expenses is included with this document. The Creative Portland Board of Directors thanks the Portland City Council for allocating TIF funds in the amount of \$100,000 during FY19 from the Downtown Transit Oriented and TIF District. With this investment, CP was able to fund staff salaries and to leverage additional funding from various public and private sources in cash grants and donations just over \$115K (\$72,398, plus \$43,363 in specific in-kind donations), as well as hundreds of hours of in-kind support contributed by dozens of volunteers.

Through our programming and collaboration with numerous visual and performing artists and arts and culture organizations in our community, we are gaining momentum and building capacity. We have attracted over two dozen new sponsors this year, impacted by the City's adoption of the updated cultural plan, a notable accomplishment during the past year. For FY20, and for the first time, Creative Portland has approved a work plan and budget that more than doubles the City's \$100K TIF investment, in order to support the creative economy.

MISSION & VISION

Creative Portland was founded by Portland City Council to grow and support the creative economy. The organization's current mission statement, influenced by strategies identified in the cultural planning process of 2017-18, continues to support the creative economy through the arts, with an added focus of nurturing and promoting the local arts and cultural community. The statement: "Our mission is to support the creative economy through the arts by providing essential resources, by fostering partnerships, and by promoting Portland's artistic talents and cultural assets. As the official nonprofit arts agency, we support economic development efforts by strengthening and stimulating our workforce, creative industries, and enterprises."

FY19 Notable Accomplishments:

1. Cultural Plan Update of 2018: A Living Action Plan, adopted by City Council 3/19
2. Arts & Culture Summit 2019 hosted at Ocean Gateway, with 200 cultural leaders
3. Hear Here, a local talent showcase of performing artists at Merrill Auditorium, debuted to an audience of 700 on a Sunday afternoon in February, with Governor Janet Mills and Congresswoman Chellie Pingree in attendance.
4. NEA Our Town 2019 Grant recipient for Creative Bus Shelter Initiative
5. Creative Portland Art Gallery (two show openings per year with over 100 attendees each)
6. 2 Degrees re-launched with Live + Work in Maine & People's United Bank as new sponsors
7. Fiscal Sponsorships (CP provided 13 sponsorships to fledgling organizations & initiatives)

See attached FY19 annual report with names of board of directors, sponsors and program details.

CREATIVE PORTLAND CORPORATION BOARD OF DIRECTORS

FISCAL YEAR 2019 ANNUAL REPORT

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CREATIVE PORTLAND BOARD OF DIRECTORS FY19

Kate Anker, **Vice President**: Running with Scissors

Nicole Barna: Portland Monthly

Peter Bass: Random Orbit

Lisa Bloss: ethnographer

David Brenerman, **President**: Former Portland City Councilor and Mayor

Ezekiel Callanan: Opticliff Law

Mufalo Chitam: Maine Immigrants' Rights Coalition

Raffi Der Simonian: DerSimonian LLC

Gibrian Foltz, **Treasurer**: Baker Newman Noyes

Brian Marshall, **Secretary:** Verrill Dana
Daniel Minter: artist, Black Artists Forum, Maine College of Art
Greg Mitchell, ex officio: Economic Development Director - City of Portland
Gerard Salvo: TideSmart Global
Mayor Ethan Strimling, ex-officio: Portland City Council

NOTABLE ACCOMPLISHMENTS

Cultural Plan Update of 2018 - A Living Action Plan

During the past fiscal year, Creative Portland completed the process (begun in early 2017) of updating Portland's 1998 Cultural Plan - *Celebrating Community: A Cultural Plan for Portland, Maine*. With the tremendous growth in the arts community over the last 20 years and the recent investments in creative economy strategies by the City of Portland via Creative Portland, it has been a pivotal time to invite peers into a formal, facilitated set of conversations about what challenges remain and how best to invest and leverage limited resources. Funding for the update came from grants from the Maine Arts Commission (MAC) and the Portland Development Corporation's PEDPIP program, plus corporate sponsorships

The two-year citywide cultural planning process concluded with CP's presentation of *The Cultural Plan Update of 2018: A Living Action Plan* to City Council on February 20, 2019, with the plan effective on March 22, 2019. The update identifies three action plan priority recommendations:

1. Celebrate Portland as a creative city with Congress Street as the spine.
 - a. Focus on "experience design."
2. Provide visibility and professional developmental support for artists and creative entrepreneurs.
3. Advocate for maintaining and growing affordable live, work, and performance space in Portland.

The main takeaway from the report has been establishing solidarity and community support to continue collaboration among arts and culture organizations, with an action item to host an annual arts & culture summit. The objective of the summit is to address the priority recommendations of the cultural plan noted above. The ultimate goal is to make the collective arts, culture, and creative economy of Portland more visible and provide more support to arts organizations, individuals and creative businesses.

CP's goal is to apply some of the cultural planning strategies in our programs and initiatives. The city has made a substantial investment in Creative Portland, and we are committed to reinforcing the necessity to collaborate and work together, as we recognize that the arts and cultural sector is the core foundation of the creative economy. Towards this goal, in March 2019, Creative Portland submitted a Letter of Interest to Maine Arts Commission for a Creative Communities Economic Development (CCED) Implementation Grant to implement a recommendation identified in the cultural plan. The letter was reviewed and approved in May,

CP has been invited to submit a full application in October 2019, with the potential of garnering \$75,000 for plan implementation.

Portland Arts & Culture Summit - June 2019

In June 2019, CP hosted the Portland Arts & Culture Summit at Ocean Gateway. Attracting new sponsors from the private sector, including Live + Work in Maine, Thompson's Point, and Cove Street Arts, we convened over 200 artists, arts & cultural leaders, creative business owners, developers, investors, and city staff. This arts and culture summit was dedicated to cultural plan implementation. The summit addressed strategic planning, private investment opportunities for maximum arts impact, and cultural tourism opportunities.

Panelists (listed below)* included arts community leaders, city planning staff, private investors, and visitors from Burlington, VT and Lawrence, MA. Keynote speaker Congresswoman Chellie Pingree spoke about the economic value of the arts, and entrepreneur David E. Shaw spoke of the importance of place, community and cooperation. Palaver Strings performed during the lunch break. The summit was followed by a 2 Degrees event, the first under the direction of a new committee, sponsored by People's United Bank and Live + Work in Maine.

***Arts & Culture Summit Panelists:**

Kate Aker, Running with Scissors	Mary Allen Lindemann, Coffee By Design
Peter Bass, Random Orbit	Peter McLaughlin, SPACE
Jeff Beam, One Longfellow Square	Amanda Methot, HCD - City of Portland
Sadie Bliss, Maine Crafts Association	Dinah Minot, Creative Portland
David Brenerman, Creative Portland	Daniel Minter, Indigo Arts Alliance
Bruce Brown, curator	Chip Newell, NewHeight Group
Kate Burch, Portland Museum of Art	Aimée Petrin, Portland Ovations
Caitlin Cameron, PPAC/City Urban Planner	Chellie Pingree, Congresswoman
Sarah Campbell, Portland Public Library	Marty Pottenger, Art At Work
John Coleman, artist & The VIA Agency	Julie Richard, Maine Arts Commission
John Danos, Cove Street Arts	David Shaw, Black Point Group
Kerstin Gilg, Maine Arts Commission	Addy Smith-Reiman, PSA
Christine Grimando, City Planning Director	Ethan Strimling, Mayor
Lindsay Hancock, grant consultant	Chris Thompson, Thompson's Point
Quincy Hentzel, Portland Regional Chamber	Lynn Tillotson, Visit Portland
Kelsey H. Johnson, SPACE	Issa Van Dyk, LA House - Lawrence, MA
Doreen Kraft, Burlington City Arts	Beth Wilbur Van Mierlo, Side x Side

Hear Here - February 2019

On February 17, 2019, Creative Portland co-promoted an inaugural showcase of local performing arts talent in association with the City of Portland, The Crewe Foundation, and David E. Shaw, at Merrill Auditorium. Governor Janet T. Mills and Congresswoman Chellie Pingree

joined an audience of 700 and offered warm closing remarks of gratitude for the exceptional talent and community bonding, on an otherwise quiet and chilly winter afternoon.

Embracing the cultural diversity of our city, the 90-minute show was produced and directed by Executive Director, Dinah Minot, and a production staff heavily reliant on in-kind services, including the talents of Tony award-winner Lighting Designer Chris Akerlind, Set Designer Cindy Thompson of Transformit, and Digital Designers at Big Room Studios. On a modest budget, the live concert, with high production value, displayed the world-class talent of our city, with outstanding rap, pop, electronic, classical, and alternative music and contemporary dance representation.

The inaugural showcase was made possible by over 50 community sponsorships, offering marketing and outreach on their own websites, and by the generosity of concert sponsors AV Technik, Headlight AV, Transformit, Knack Factory, News Center Maine, Coffee By Design, The Press Hotel, State Theatre, Bayside Bowl, and Infinity Federal Credit Union.

The community responded enthusiastically, and plans are underway for Hear Here 2020, on the weekend of January 25/26.

NEA Our Town Grant

Creative Portland was awarded its first ever grant from the National Endowment for the Arts in April 2019. The \$25,000 matching grant will support a creative placemaking initiative to design four artistic bus shelters celebrating the City of Portland's racially diverse communities. The project will engage local artists and arts administrators, in partnership with transit providers, and in collaboration with the Office of Economic Opportunity and the Greater Portland Immigrant Welcome Center. The goal is to encourage multi-modal transportation, to increase ridership, and to promote awareness and social acceptance through art installations that utilize bus shelters as a canvas for public art on the theme of celebrating diversity and inclusion. The Creative Shelters initiative, co-sponsored by METRO and GPCOG, will launch in early fall 2019, with an Open Call to artists and designers.

ONGOING INITIATIVES & PROGRAMS

This past year, we have facilitated and convened diverse groups in the arts community, hosting meetups, Monday Morning Drop Bys, talent showcases, art openings, professional development workshops, and cultural plan work groups. These meetings have led to new partnerships and new opportunities for the arts community to get involved with the private sector.

A Welcome Center for the Arts Community

We are grateful to the city manager and economic development staff for the \$25,000 loan from the Portland Development Corporation in 2016, of which \$9,184 is already paid off. The loan financed the renovation of our multi-use city-owned office space at 84 Free Street, which opened almost three years ago in January 2017, a few months after we hired a new executive

director, Dinah Minot. Creation of an open architectural space, with the help of several board members' in-kind services, has provided an inviting street presence for CP, as well as an art gallery that has put us on the map in our efforts to cultivate arts patronage in Portland and a buyer's market for visual artists to showcase their work. In addition, the new space has attracted volunteers from all arts genres and diverse cultural backgrounds, as we work toward becoming a cultural hub and clearinghouse of information and resources for the creative economy.

Open to the public weekdays from 10-5pm and also during First Friday Art Walk, CP hosts pop-up exhibits, concerts, performing arts 'show & tells' and art exhibitions, in addition to a monthly coffee hour/open house for the arts community, Monday Morning Drop By.

Creative Portland Art Gallery

FY19 showcased two juried art exhibitions in the CP Art Gallery: "On The Verge" and "Immersion". "On The Verge" opened October 24, 2018 and was replaced by Immersion, which opened April 24, 2019 and will hang through October 2019. Both openings drew crowds of nearly 100 people, packing the gallery and providing opportunities for members from disparate reaches of the city's arts community to connect in a celebratory environment. Each show contained the work of 18 artists, all of whom live in Greater Portland (Biddeford to Brunswick). Although not all the exhibited work sells, the artists appreciate the exposure and have made new connections at other venues and businesses showcasing local art, including the Regional Chamber of Commerce and the Greater Portland Immigrant Welcome Center.

First Friday Art Walk

Now in its 20th year, the Art Walk continues to attract thousands to downtown Portland every month for Maine's largest monthly free cultural event. Based on research conducted in 2011, we estimate that the Art Walk still brings over \$1 million to the local economy every year, as consumers spend an average of \$28 per person when attending a Portland cultural event. Creative Portland promotes and manages the Art Walk with online listings and in print, generously sponsored by organizational partnerships with Greater Portland METRO, The Crewe Foundation, Coffee By Design, Portland Ovations, Portland Museum of Art, WMPG, Maine College of Art, and Mechanics' Hall.

METRO has partnered with CP since 2016 to offer free rides every First Friday after 4pm, including the Breeze connection from as far away as Brunswick, and the Husky Line (opened in August 2018) that connects to the University of Southern Maine campus in Gorham. Our goal is to bring the "art" back into Art Walk and focus on facilitating a free, self-guided tour of galleries and venues. The success of the program has attracted visitors from throughout the state. City departments are currently working with CP to ensure safety and code compliance, particularly as crowds swell during the summer months.

2 Degrees Portland - a welcome wagon and network for creatives

2 Degrees Portland was designed to attract and connect people to Portland's creative community and to provide support to the artists and creative entrepreneurs who make up that community.

One program of 2 Degrees Portland since 2011 is for people interested in living and working in Portland, and continues to attract about 8 people each month. The database of people who live and/or work in Portland volunteering to be "connectors" also grows every month. There are now over 300 connectors who are willing to connect, assist, and mentor participants who are interested in exploring Portland and/or moving here. In FY19, 50 people from as far away as California contacted 2 Degrees for information and connections while considering a move to Portland, or upon arriving in the area.

After a hiatus, a new 2 Degrees committee has been assembled, with representatives from the University of New England, Maine College of Art, Portland Ovarations, Portland Museum of Art, Think Tank Coworking, Maine Red Claws, Portland Sea Dogs, Propel, MEMIC, and People's United Bank. The new committee presents networking events, with its first event on June 18, 2019 at Ocean Gateway following the Portland Arts & Culture Summit. Approximately 100 people were in attendance. 2 Degrees also welcomed new sponsors Live + Work in Maine and People's United Bank, who have provided outreach as well as cash commitments that represent direct leveraging of public funds. The first event of FY20 was scheduled for September 18, 2019, at The Public Works.

Arts in the Chamber

In 2016, the Mayor initiated a new monthly program at the beginning of city council meetings, usually on the first Monday of the month, to present artistic talent from all genres reflecting our diverse city. Creative Portland was asked to coordinate this program. CP has reached out to the arts community to scout and book 3-4 minute performances and/or presentations in front of the councilors in the chamber and also on public access TV. Presentations this past year included Creative Portland's new sizzle reel; Linda Aldrich, Portland Poet Laureate; Palaver Strings Quartet, strings ensemble; Riley Watts, dancer; Beth Wilbur Van Mierlo, Side x Side; Myles Bullen, hip hop artist; Dinah Minot, "Hear Here" recap; Marcia Minter, Indigo Arts Alliance; and Patricia Daunis Dunning, Daunis Fine Jewelry.

Professional Development Workshops

Providing resources to the arts community is a top priority. In FY19, we hosted two free workshops to boost the creative economy, on the topics of Branding 101 and Using Video to Enhance Marketing Outreach. Both workshops received overwhelming interest, necessitating the relocation of the workshops from the CP office to locations with greater capacity. Feedback from participant surveys validates the need for professional development in the creative community. Discussions at the 2019 Arts & Culture Summit led to an interest in developing a centralized planning system, whereby Creative Portland could offer a host site and centralized service system with a calendar of workshops and events, uploaded through portals on the Creative Portland website.

Fiscal Sponsorships

An important way CP serves the creative community is as the fiscal sponsor for creative initiatives that require a 501(c)(3) organization to apply for grants and accept donations. In FY19 we were fiscal sponsors for the following organizations:

- 80 Exchange Mural Project, a project to create/install a work of art on the facade of a private building at 80 Exchange Street, Portland, ME.
- Batimbo United, a group of immigrants/asylum seekers who perform the unique ritual dances of Burundi to Maine audiences and throughout America.
- Black Artists Forum, a coalition dedicated to promoting the growth of individual creators and the community of black artists in Maine by creating visibility for artistic diversity while making cultural resources and opportunities accessible to the creative community.
- Indigo Arts Alliance, an innovative hybrid studio space in Portland's East Bayside, created to amplify the creative voices, artistic vision and practice of artists of color in Maine.
- Maine Immigrant Musical Instrument Project, which provides instruments for recent immigrants who do not yet have work authorization, and offers free lessons, repair help, networking, English language practice, performance opportunities (including The International Open Mic), and fellowship.
- Maine Tool Library, a volunteer-run tool lending library in Portland serving makers, artists, homeowners, creatives, and entrepreneurs.
- Painters, Players & Poets, a multimedia collaboration between painters, musicians, composers, poets, and fine chair makers.
- Pecha Kucha (Portland), a global storytelling presentation in which 20 slides are shown for 20 seconds each in a precise and fast-paced event with multiple speakers. A community-building program that has been active in Portland for 10 years.
- Portland Dance Month, an organization curating opportunities for local arts organizations to strengthen relationships, expand public engagement, and excite audiences about seeing more dance performances.
- Re-Past: Remembering Malaga, a site-specific memorial and collaborative performance to remember those who were evicted from Malaga Island in 1912, because they were black and mixed-race. The re-past took place on July 12, 2018.
- Robot Speak, a collaborative multimedia exhibition and art installation organized by artist Eva Rose Goetz.
- Speedwell Projects, a not for profit artist-run studio and gallery dedicated to launching thought-provoking exhibitions in all media, including site-specific installations, public art, spoken word and performance.
- Startup Maine (formerly Maine Startup & Create Week), a weekend-long event that last year generated national publicity (including a New York Times Op-Ed) highlighting the entrepreneurial spirit and growth in Portland. They obtained their own 501(c)3 status in Spring 2019.

CREATIVE PORTLAND FORMATION HISTORY

The City Council, by Order #92 passed November 17, 2008, authorized the establishment of Creative Portland (CP) as an economic development initiative to support Portland's creative economy. Formation of the Board of Directors was completed in the summer of 2009, with almost half of the Board appointments made by the City. One member of the City Council serves as the City Council representative and Greg Mitchell, Portland's Economic Development Director, serves as the City Manager's representative on the CP Board.

The City Council, by Order #94 passed November 17, 2008, established the Creative Portland Development and Arts Tax Increment Financing (TIF) District, as a ten-year program, to provide annual "seed" financing to support CP operations. In 2016, the Council voted to extend funding through 2045.

Creative Portland
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 Operations (unrestricted)	130,643	152,300	-21,657	85.78%
4200 Programs	41,755	8,500	33,255	491.24%
Total Income	172,398	160,800	11,598	107.21%
Cost of Goods Sold				
5000 Cost of Programs	31,751	6,000	25,751	529.18%
Total COGS	31,751	6,000	25,751	529.18%
Gross Profit	140,647	154,800	-14,153	90.86%
Expense				
6000 Marketing	3,060	8,800	-5,740	34.78%
6100 Personnel	104,715	106,250	-1,535	98.56%
6200 Occupancy Expenses	9,766	9,613	153	101.6%
6300 Travel	726	2,596	-1,871	27.95%
6500 Professional Services	7,873	15,000	-7,127	52.49%
6600 Operating Expenses	11,046	11,940	-894	92.52%
Total Expense	137,186	154,199	-17,013	88.97%
Net Ordinary Income	3,461	601	2,861	576.06%
Other Income/Expense				
Other Income				
7000 Other Income-Expense	-243	0	-243	100.0%
Total Other Income	-243	0	-243	100.0%
Net Other Income	-243	0	-243	100.0%
Net Income	3,219	601	2,618	535.65%

Creative Portland
Balance Sheet
As of June 30, 2019

	<u>Jun 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 Creative Portland Checking	49,344
1015 Petty Cash	537
1025 PayPal Account	1,119
Total Checking/Savings	<u>51,001</u>
Total Current Assets	51,001
Fixed Assets	
1400 Fixed Assets	32,693
Total Fixed Assets	<u>32,693</u>
TOTAL ASSETS	<u><u>83,693</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	28,693
Total Accounts Payable	<u>28,693</u>
Other Current Liabilities	
2500 Fiscal Sponsorship Liability	7,943
Total Other Current Liabilities	<u>7,943</u>
Total Current Liabilities	36,636
Long Term Liabilities	
2800 City of Portland Loan	15,565
Total Long Term Liabilities	<u>15,565</u>
Total Liabilities	52,201
Equity	
3050 Retained Earnings	-2,289
3100 Unrest'd Net Assets	24,162
3200 Temporarily Rest'd Net Assets	6,365
3221 Loss/Gain on Investment	35
Net Income	3,219
Total Equity	<u>31,492</u>
TOTAL LIABILITIES & EQUITY	<u><u>83,693</u></u>

CREATIVEPORTLAND^{ME}

2019 Volunteer Teams

Cultural Plan Steering Committee

Kate Anker
Jeff Beam
Lisa Bloss
Atiim Boykin
Caitlin Cameron
Sally Deluca
Andy Downs
Amy Geren
Matt Goetting
Karolyn Greenstreet
Christine Grimando
Kelsey Halliday Johnson
Erin Hutton
Graeme Kennedy
Julia Kirby
Stacey Kors
Daniel Minter
Marcia Minter
Jeff Shaw
Julia Trujillo
Beth Wilbur Van Mierlo

Interns & In House Volunteers

Colin Campbell
Kelly Irwin
Emma Ivy (intern)
Arthur Page

2 Degrees Committee

Sydney Barrett
Lisa Bloss
Kate Burch
Peter Duggan
Samantha Fletcher
Gib Foltz
Mark Foster
Zoe Hull
Leah Igo
Ian Meredythe Dehne Lindsey
Alex Morse
Francine Ngabu
Jean Paul Ndiruwa
Arthur Page
Patrick Roche
Emily Southard
Jenn Stein
Nate Wildes

Immersion Art Exhibition Curatorial Team

Kate Anker
Nelson Bruns
Titi De Baccarat
Annie Lloyd Witte
Alice Spencer
Stephen Walsh
Jay York

Hear Here Curatorial Team

Chris Akerlind
Spencer Albee
Jeff Beam
Raffi Der Simonian
Steve Drown
Brian Dunn
Julia Durgee
Darren Elder
John Elliott
Kurt Graser
Dave Gutter
Nick Hall
Sara Juli
Alan Kaschub
Nathan Katsiaficas
Sam Mateosian
Peter McLaughlin
Kevin Oates
Aimée Petrin
Russ Pooler
Ian Smith
Jason Spooner
Alex Steed
Cindy Thompson
Lauren Wayne
Nick Whiston

Portland Public Art Committee

Daniel Minter, co-chair