



**Albuquerque Public Art Program  
Cultural Services Department**

**URBAN ENHANCEMENT TRUST FUND COMMITTEE MEETING**

**May 17, 2019, Noon - 1:30 p.m.**

DMD Conference RM, Rm 7096 Conference Room  
Albuquerque, NM 87103

**Members Present**

Ashley Richards, Dist. 1  
Julia Youngs, Dist. 2  
Waylon Chavez, Dist. 3  
Stanley Allen, Dist. 6  
Jo Martin, Dist. 7  
Carole Sullivan, Dist. 8  
Nancy Zastudil, Member-at-large

**Staff Present**

Sherri Brueggemann, Division Manager  
Matt Carter, UETF Program Coordinator

**Members Absent**

Meaghan Cavanaugh, Dist. 5  
Gabrielle Marie Uballez, Member-at-large  
Andrew Lipman, Dist. 9  
Vacant, Dist. 4

**I. Meeting Called to Order:** at 12:09 p.m. by staff.

**II. Approval of the Agenda:** Agenda approved as submitted.  
C. Sullivan moved, J. Martin 2<sup>nd</sup>, All approved

**III. Introductions:** The UETF committee took a few minutes to introduce themselves to the new appointed members. M. Carter stated that unfortunately, Mr. Lipman was not able to attend the meeting.

- Waylon Chavez, Dist. 3
- Jo Martin, Dist. 7
- Andrew Lipman, Dist. 9

**IV. Approval of Minutes:**

- January, 17 2019 Minutes - C. Sullivan moved, A. Richards 2<sup>nd</sup> All approved

**V. Public Comment:** None.

**VI. Discussion/Reviews/Approval**

**A. FY 20-21 Resolution Update:** M. Carter provided an update to the UETF committee regarding the FY 20-21 Resolution. M. Carter reported that one of the organizations that was funded, (Art in the Schools) notified staff that they would not be going forward with the FY 20-21 application. Due to this voluntary elimination from the recommendations list, staff was able to raise two more organizations up from the list for funding. Discussion regarding how the organizations were notified occurred. Staff stated that, per the standard communication protocols, an email was sent to all applicants letting the organizations know how to track the resolution through the City Council approval process. Individual letters will be sent once the Mayor has signed off on the final City Council approved resolution.

**B. By-Laws and Guidelines** – Staff presented an overview of the need for updating the UETF By-Laws and Guidelines. Staff will provide to the committee drafts of the updates to be discussed at the next meeting.

**C. Chair Elections**- Staff introduced that at the next Committee meeting a Chair Person and Vice Chair Person should be elected to help run the meetings. Everyone was asked to consider who might want to nominate to fill these one year term positions.

General discussion occurred regarding the Equity and Inclusion statement. Staff will update the UETF webpage to include the statement on the page as well as look into providing a press release regarding the adopted statement. Staff mentioned to the committee about the potential of board training that will be offered by the city in regards to Equity and Inclusion. More information will be provided when received.

**VI. Adjourn:** Staff adjourned meeting at 1:10 pm. Next TBA,

Respectfully Submitted:  
Sherri Brueggemann, Public Art Urban Enhancement Division Manager