



**Albuquerque Urban Enhancement Program  
Department of Arts and Culture**

**URBAN ENHANCEMENT TRUST FUND (UETF) COMMITTEE  
MEETING MINUTES  
April 7, 2023**

Virtual Meeting held via Zoom

**Members Present:**

Andrew Lipman, Chair, Dist. 9  
Julia Youngs, Vice Chair, Dist. 2  
Joshua Hoffman, Dist. 4  
Stanley Allen, Dist. 6  
Madalena Salazar, Dist. 7

**Staff Present:**

Sherri Brueggemann, Division Manager  
Madrone Matishak, Special Projects  
Coordinator  
Mandolen Sanchez, Education Outreach  
Coordinator  
Eric Werner, Management Analyst

**Vacant:**

Vacant, Dist. 1  
Vacant, Dist. 3  
Vacant, Dist. 5  
Member at Large  
Member at Large

**Guests:**

Margaret Barker, Ethos Literacy

**I. Native Land Acknowledgement/Called to Order:** A. Lipman called the meeting to order on Zoom at 11:30 a.m. and provided the Native Land Acknowledgement.

**II. Approval of Agenda:** M. Salazar moved to approve the Agenda. S. Allen seconded; all approved.

**III. Approval of January 13, 2023 Meeting Minutes:** S. Allen moved to approved the meeting minutes; J. Youngs seconded; all approved.

**IV. Public Comment** S. Brueggemann identified a visitor, Margaret, and invited them to speak. Margaret Barker from Ethos Literacy introduced herself and did not have public comment.

**V. Update/Discussion/Reviews/Approval:**

**A. Initial Review of Scoring for Fiscal Year 2024-2025 Project Applications:**  
Staff presented the scores and identified the formula for reviewing. Many

organizations scored at the 90% range as opposed to the previous year. Based on calculations, 30 organizations that scored at 90 or above are eligible for funding. One organization came in at 89.33% due to one member recusing themselves from voting. M. Matishak presented on potential outliers in the scoring matrix and staff reviewed the multipliers applied to scores. S. Brueggemann shared that including the organization that scored 89.33% would affect other organizations' requests by an average of \$200 and that most organizations would receive 83-76% of the funds they requested. J. Hoffman motioned to include the organization but expressed concern that it would not negatively impact organizations that did not request the full funding amount. S. Brueggemann clarified that organizations that did not request the full funding amount were still receiving a multiplier of 1. Staff identified an error in the recording of the scores in the spreadsheet which changed the organizations that would be eligible for funding, including one organization that would receive funding for two separate programs. Organizations were allowed to submit up to two applications for the FY24-25 funding cycle. A detailed conversation regarding allowing two projects from one organization to be funded in the same cycle occurred. S. Brueggemann reiterated that this was only the first round of review and scores and that the committee normally makes final adjustments to scores for approval at the next meeting. There was a lengthy discussion about equity, inclusion, and the capacity of or resources available to organizations who may be smaller or newer to the grant funding application process while also not negatively scoring organizations that submitted multiple programs for funding. A. Lipman tabled the motion to approve the organization that scored 89.33%. Staff explained that part of the process is that members can change their scores after reviewing the current aggregate scores and any committee discussion. If members wish to change their scores, staff ask that they be sent by Tuesday, April 11<sup>th</sup> so that the scores can be shared with the whole committee before the next meeting. There was some discussion about the importance of having a quorum at the next meeting and staff shared that a new committee member was approved by City Council, but their paperwork was pending.

- B. Review of Proposed Call for Arts Organizations for Resiliency Residency II:** S. Brueggemann provided an overview of updates to the call for arts organizations to be fiscal sponsors for the next round of the Resiliency Residency. Staff recommends reducing the number of organizations and funded artists to accommodate the funding that is available. Staff provided two possible funding recommendations for the Resiliency Residency II: the first being 10 artists funded at \$10,000 each with 2 fiscal sponsor organizations (5 artists per organization) and the second being 20 artists funded at \$5,000 each with 2 fiscal sponsor organizations (10 artists per organization). M. Matishak shared that in discussion with some of the current Residency artists, \$10,000 seemed more intimidating of an amount and that a lower grant seemed lower barrier and would still be impactful for artists. The criteria, application, and committee review process would remain the same. The current fiscal sponsor organizations would not be eligible to apply for the second round in order to share this opportunity with more organizations. S. Allen moved to approve the

Resiliency Residency II program at \$120,000 to include 2 fiscal sponsor organizations with 10 artists per organization, at a funding rate of \$5,000 each, and that the selected organizations could not be the same as in the current cycle. J. Hoffman seconded; all approved.

**VI. Announcements/Ongoing Project Updates**


- A. Chair's Announcements** A. Lipman expressed kudos for Resiliency Residency program and reminded everyone that the Multicultural Arts Festival at Singing Arrow Community Center is taking place on May 6<sup>th</sup>, 10 am-2 pm.
- B. Board Announcements** S. Brueggemann shared that the new ordinance has made it through the Mayor's Office and is up to be presented to City Council on April 17<sup>th</sup>. S. Allen offered to contact Pat Davis. Multiple members offered to attend any Council meetings if necessary.
- C. Project Updates:** Current Residency projects will be completed by June 30<sup>th</sup>, and gave details on Residency showcase on Thursday, April 20<sup>th</sup> at 5pm. M. Matishak shared that there will be 10 Residency artists participating in the Residency showcase: 5 presenting in the gallery and 5 presenting on stage. Sopapilla Productions have been doing great work of documenting the artists and organizations with short videos as well as a longer overview about the Residency program.
- D. Events/Dedications:** None, other than the Residency showcase on April 20<sup>th</sup>.

**VII. New Business** None.

**VIII. Announcements** Next meeting Friday, April 14, 2023 where application scores will be reviewed and approved.

**IX. Adjournment** S. Allen moved to adjourn. J. Youngs seconded. No roll call for adjournment.

Respectfully Submitted:  
Eric Werner, Management Analyst

Approved:   
Andrew Lipman (Apr 21, 2023 10:21 MDT)  
Chair

Apr 21, 2023  
Date