**PAR Partner Conference Call**

**Friday, February 1, 2019**

**2:00-3:15 PM ET**

**Summary Notes**

**Attending:**

Mary Eileen Fouratt, New Jersey State Council on the Arts

Stephanie Atkins, NPN

Susie Surkamer, SouthArts/NCAPER

Mollie Quinlan-Hayes, SouthArts/NCAPER

Julie Page, Consultant

Holly Witchey, ICA

Laura Hortz Stanton, CCAHA

Tom Clareson, LYRASIS

Steve Eberhardt, LYRASIS

Jan Newcomb, LYRASIS

Alicia Johnson, LYRASIS

**Not Attending:**

Colin Turner, Midwest Art Conservation Center

Frances Harrell, NEDCC

Samantha Forsko, Conservation Center for Art & Historic Artifacts

**Priority Project Components -- Discussion**

*Training Webinars and Classes*

Steve Eberhart reported that registration for Winter 2019 workshops has been good, but attendance levels are lower than registration numbers. Two classes were held in January, and six webinars are scheduled for February. Tom Clareson will review the trends in attendance for the repeat and new webinars to determine if the project should promote new webinars only. Upcoming live classes and interested host institutions were shared by Tom Clareson. Part of the upswing in interest in the live classes is because Steve Eberhardt added the descriptions of the live classes on the website.

*Conference Presentations- Early 2019*

A preliminary schedule of conference/presentation information for 2019 was sent to the group. Jan Newcomb reported on the work that was done in 2018; fifteen conferences were attended. Booth staffing is an issue that needs to be addressed because of low activity and high attendance cost at a few of the conferences. Some PAR conference presentations can be rotated from year to year, so we are not spending funds on travel and exhibits every year at a large number of conferences when some have limited payback. Jan suggested the group be open to potentially scheduling sessions at state art conferences which serve targeted audiences and can have great impact. Tom Clareson and Jan will attend the upcoming Folk Alliance International conference in Montreal February 13-17 to exhibit, hold a program, and run a feedback session/focus group. Holly Wicthey put together a brief description for an Association of Tribal Archives Libraries and Museums (ATALM) session as a possibility for attendance in the Fall to see how PAR can help tribal communities, particularly those that host performances. Talking Stick Casino in Phoenix, Arizona was damaged by the monsoons last summer, and could be a possible panel participant, as well as others in San Diego County which were damaged by the wildfires (suggestion from Julie Page). In other conference updates, Western Arts Alliance (WAA) is interested in holding another disaster-focused roundtable in light of the success of last year’s session. Jan and Tom will update the group on conference presentation submissions and status by the next meeting. ArtsReady Tool as a topic has seen some pushback at a few conferences because it is seen as selling a service. Jan noted that we need to be careful how it is presented at conferences.

*Tools Projects – ArtsReady/dPlan Tool Status Update*

Mollie Quinlan-Hayes reported that the ArtsReady team is committed to the feasibility of the tool’s implementation by the end of June, 2019. There has recently been a lot of correspondence on finalization of agreements, and all of the Tool project partners are on task and responsive. Marketing discussions are starting in early February.

*Circuit Riders*

Tom Clareson and the Circuit Riders have a scheduled call on Monday, February 4, 2019. The International Association of Blacks in Dance Conference in mid-January had a huge turnout of 800 registrants. 10-12 people attended the PAR presentation there which was organized by IABD Circuit Rider Carol Foster. Succession planning is a topic that has been popping up at conferences and a future focus topic for PAR. Kahina Haynes, Executive Director of the Dance Institute of Washington, gave an excellent presentation at IABD and should be strongly considered for future presentations on the topic. The Circuit Riders will join the Steering Committee for the Spring 2019 in-person meeting.

*Organizational Planning Grants – Round 2 Proposals Awarded*

The Round 2 award letters and checks were sent before the end of the 2018 calendar year. Steve Eberhardt has received updates from seven of the ten first-round awardees. Opera Creole notified Steve that they have not started their project due to a busy season and personal illness. Opera Creole will start their project in February 2019. Please note, there were some reservations regarding their proposal and therefore, the full grant amount was not awarded.

*New Network and Network Expansion Grants – Status*

Interim reports are coming in for the new network and network expansion grants. New Orleans is currently completing their final report. Erie and Portland are working on sustainability and Alliance for Response classes. The new Executive Director and Program Officer for the Staten Island Not For Profit Association existing network have a lot of grant experience, work with non-profits, and will be excellent going forward.

*Project Website Status and Mailing Lists*

Steve Eberhardt reported that a new blog post by Circuit Rider Matthew Kowal will be added to the website. Matthew wrote a summary regarding the Event Safety Alliance’s summit in November 2018. Additionally, an events page was added to the website for the in-person classes. LYRASIS’ IT staff is working to remedy the issues with incoming mail for the MailChimp account.

**Steering Committee Plans**

Current changes in Steering Committee members includes the addition of the Intermuseum Conservation Association (ICA), represented by Education and Outreach Director Holly Witchey. ICA is a former Circuit Rider host organization (2017-18). ICA will now attend the Steering Committee meetings, replacing WESTPAS, whose organizational funding has come to an end. Julie Page, formerly representing WESTPAS, will continue to work with the Steering Committee as a consultant for web content and webinars. Tom Clareson is working with Joe Rossi of the Performing Arts Alliance, who met with the PAA Chair from Dance USA to discuss PAA’s future role with the PAR steering Committee. Additional information has been requested to understand what level of involvement PAA will have with PAR, with a decision expected by late February.

**Other Updates and Opportunities**

The Spring in-person Steering Committee meeting is scheduled for March 28-29, 2019 in Atlanta, Georgia. Alicia Johnson is working on logistics. Hotel information and agenda ideas are forthcoming. The Circuit Riders will be attending and reporting at this meeting. The next grant will be a big focus for discussion.

Tom Clareson, Steve Eberhardt, Jan Newcomb, and Mollie Quilan-Hayes are working on the interim report to the Mellon Foundation for 2018.

Virtual focus groups will be promoted and completed in early March to add to the previous focus groups. There will be an overall report of both the virtual and in-person focus groups. Tom will forward the report to the Steering Committee before the in-person meeting. A potential PAR feedback/evaluation survey, will be sent to the mailing list, but may not be completed prior to the in-person meeting. Tom will forward the survey to the Steering Committee for review when it is ready.

The University of Kentucky Arts Management Program has scheduled fall and summer courses on Disaster Planning for its academic continuing education/professional development 2019 schedule. PAR will help the University of Kentucky with promotion of the project. There are discussions of the next grant potentially offering partial/full scholarships for small organizations. The University of Kentucky will provide a package for the Spring in-person meeting that will include a description of the course, syllabus, promotion and evaluation plan, as well as cost models.

A Doodle poll will be sent for the March conference call.