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Enhancement of Maine's Cultural Assets 2009

Maine Cultural Affairs Council

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**ENHANCEMENT OF MAINE'S
CULTURAL ASSETS**

REPORT OF THE

MAINE STATE CULTURAL AFFAIRS COUNCIL

TO THE

**EDUCATION AND CULTURAL AFFAIRS
COMMITTEE**

OF THE 124TH MAINE STATE LEGISLATURE

January 31, 2009

**Prepared in response to RESOLVE Chapter 182, 123rd Maine State
Legislature, regarding Enhancement of Maine's Cultural Assets;
including citizen input generated through a statewide internet survey
and public forums in five locations.**

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Report to the 124th Legislature on Resolve 182, Regarding Enhancement of Maine's Cultural Assets

Submitted by the Maine State Cultural Affairs Council

The Maine State Cultural Affairs Council (CAC) welcomed the opportunity to review its functions in accordance with the Legislative Resolve of the 123rd Legislature and to engage citizens throughout the State in a broad discussion of State cultural needs.

A series of public forums were held in Portland, Bangor and Augusta with interactive TV connection to Machias and Presque Isle. In addition, a citizen survey was conducted with over 450 responses. (A complete report of these can be found in appendices A through C and _____).

This report will first address the more general request to review the CAC's legislative charge and then each specified task (1-6) as listed in the Resolve, along with specific recommendations for each.

Introduction

The CAC is a unique public-private partnership of seven statewide cultural agencies working together to provide arts and cultural development programs and assistance to Maine communities.

Each cultural agency has a unique mission, however, working collaboratively under the auspices of the CAC, a coordinated and efficient statewide cultural objective is achieved. The CAC promotes the statewide development of Maine's cultural assets, advances the economic and social development of local cultural entities, helps assure a comprehensive response to cultural needs, and avoids duplication of effort and expenditures of scarce resources. When possible, through the New Century Community Program, matches state resources with other local funds to achieve the greatest return for every dollar invested. This collaborative grant program began in 1999 and has awarded to date over \$9.5 million in matching grants and direct services, reaching nearly every Maine community. In 2002 the Pew Charitable Trust listed Maine among the top ten states that led the way in statewide cultural development through its CAC and in 2003 was recognized by the Institute for Government Innovation, JFK School of Government at Harvard University for its innovative achievement and success.

The CAC remains, and is dedicated to the preservation and enhancement of its rich and unique cultural assets for the benefit of all Maine citizens. Maine – the very word brings to mind a different way of life: more communal, more considered, one in which the creative spirit and tradition maintains a kind of harmony. It is the difference that brings to mind a “sense of place”. It is this difference that the CAC dedicates itself to preserve and nourish.

The CAC's Charge Under MRSA, Title 27, Chapter 18

The Resolve directs the CAC to review its legislative charge. As presently set forth in 27 MRSA, §555, the duties and functions of the CAC are limited to the following:

- To receive budget requests from each of the cultural agencies and to coordinate the budget plans for submission to the Bureau of the Budget;
- To provide a forum for interagency cooperation and planning;
- To serve as the principal liaison for distribution of agency-wide notices and instructions from other governmental administrative agencies;
- To coordinate the preparation of an annual report and other joint planning documents of the 7 cultural agencies;
- To meet jointly and at least annually with the directors of the Maine State Film Commission and the State Law Library and others as considered appropriate for the purpose of exchanging information and coordinating statewide cultural planning; and
- To administer the New Century Community Program Fund.

The CAC has reviewed these functions, and after nearly two decades of operational and programmatic success, find the specific duties appropriate and make the following comments:

Coordination of Budget Requests

The CAC has interpreted this function to apply to a coordinated presentation to the Legislature of cultural agency budgets and review of budget requests outside of the routine personnel and all other budgeting process.

The CAC has established process for and is the authority to expend funds for the New Century Community program fund and is the principal example of how the CAC has coordinated budget requests before the Executive and Legislature. The cultural agencies appear before the Appropriation and Financial Affairs Committee as a group. Further in this report the CAC makes recommendations for strengthening the budget presentation.

Forum for Interagency Cooperation and Planning

The CAC is the “poster child” of interagency cooperation. These seven public and private cultural agencies demonstrate a rare and nationally recognized model of interagency cooperation, creativity and collaboration. Examples of successful collaborations are the New Century Community Program and the Government Evaluation Report (review of efficiency and performance, 3 MRSA, 951) which was well received by the Education and Cultural Affairs Committee in the last legislative session. Meetings among the CAC members and agency directors are regularly scheduled and supplemented by a working group to carry forward specific tasks. These meetings

frequently include agenda items relating to budget planning as well as special program requests and agency legislative initiatives.

Liaison for Distribution of Agency-Wide Notices and Instructions

The general purpose of this function was to assure that cultural agencies were receiving Executive orders and primarily budget instructions. Member agencies receive agency-wide notices and budget instruction in a timely and efficient process through the Department of Administration and Financial Services. There is no need for this particular function.

Annual Reports and Other Joint Planning Documents

In addition to the annual report required under Section 555, 27 MRSA, 5584.6 states that the CAC shall “submit an annual report to the Legislature on the program (New Century Community Program). While the CAC has submitted such reports, its record is inconsistent. The CAC recognizes this shortfall and will meet this requirement in a more timely and consistent way.

Statewide Cultural Planning With the Maine State Film Commission and State Law Library

The Maine Film Commission has been invited to attend regular meetings of both the CAC and the working group. For a time, a representative was in attendance and the CAC will renew efforts to have participation from the Film Commission. There has been little coordination with the Law Library. The CAC will invite the Law Library representative to all meetings.

New Century Community Program

Since 1999, the CAC, through its member agencies, have awarded more than \$9 million in bond and general fund revenues reaching nearly every Maine community. As cited earlier, the New Century Program has been recognized nationally for its innovative and collaborative approach to support a broad spectrum of Cultural entities. Recognition for outstanding achievement by the Pew Charitable Trust and Harvard University in no small way demonstrates the success of this program. Addressed later in the report, but important to repeat here, is the dire need for consistent sustained funding for this highly successful and significant statewide cultural program.

CAC's Response to Items 1-6 of the Resolve

1. Identify ways to increase the council's visibility in State Government.

- A. The CAC should review and revise its website and explore an appropriate way – within its limited financial capacity - to link individual state and private cultural sites, thereby creating a centralized directory of state and local cultural institutions and programs.
- B. The Chair of the CAC should meet with the Governor at least twice each year to inform the Governor about CAC programs and current statewide cultural issues.
- C. The CAC should recommend to the Legislature an enhanced role for the Chair of the CAC in presenting to the Legislature both agency budgets and broad cultural initiatives.
- D. The CAC will more aggressively identify and pursue opportunities to cooperate with other state agencies for the broader enhancement of cultural interests in Maine.
- E. The CAC should recommend that present and future Governors assign a senior staff member to act as a liaison between the Governor's office, the CAC and its member agencies, and provide sufficient time for this liaison to perform those important duties.
- F. The CAC should recommend to the Governor and the Legislature, a State Cultural Policy in order to foster consistent and coordinated cultural development, policy and programs that enrich the economic and educational opportunities for Maine citizens.

2. Solicit broad based public input to identify the needs and aspirations of Maine's cultural community including a series of statewide forums.

The Cultural Affairs Council conducted both a series of statewide forums and a survey to elicit public comment on the needs of the cultural community. The following are the reports of each activity:

Report on Public Hearings to Identify the Needs of Maine's Cultural Community

Process for the Public Meetings

In response to LD# 1993, Resolve chapter 182: Resolve, Regarding Enhancement of Maine's Cultural Assets, the Cultural Affairs Council held a series of public meetings.

- Portland, 10/29/08 from 7-9 PM in the Maine Historical Society,
- Bangor, 11/6/08 from 6-8 PM at the Bangor Public Library and
- Augusta, 11/13/08 from 7-9 PM at the Maine State Library with interactive TV connection to Machias and Presque Isle.

Announcements of the meetings were circulated through the cultural community via email and posted in newspapers. Almost 60 people participated, including representatives of the various Cultural Affairs Council agencies, and they were evenly distributed among the three sessions.

The meeting agenda included: an introduction to the Cultural Affairs Council followed by two small group discussion sessions based on the questions asked in the legislation. After each small group session, the full group gathered to hear the key ideas from each group. The full agenda and copies of the handouts are attached in Appendix C. The discussions were very lively and often circled around similar themes. The full notes from each meeting are attached in Appendix B.

Summary of general themes heard at all three meetings:

1. There is a need for more intercommunication including:
 - a. Horizontally among the different organizations;
 - b. Vertically from CAC to/from the member agencies to/from the organizations to/from the public; and
 - c. Better linkage among websites.
2. There is a need for access to information: data bases, technical assistance, a clearing house of information to let people know what organizations are doing what activities, the ability to find particular types of resources.
3. Advocacy with the Legislature is important. The New Century Community Program Fund has been successful and helpful, but more is needed. There is a circle of information and influence through the organizations to the public and then from the public to local legislators and back to the legislature. Bringing local people forward to speak is important. And banding together as cultural organizations will build more strength and influence.

4. The local groups value the funding that comes from the New Century Community Program Fund and think it is important for CAC to keep state funds flowing through that Fund.
5. Participants do not want the CAC to compete with local organizations for funds from local, private sources. However, it would be helpful if CAC found private funding from out of state foundations to distribute via the agencies to local cultural organizations.
6. All organizations expressed a need for more funding (for both capital needs and staff), for more technical assistance and for more visibility for their projects and activities. There was enthusiasm for “New Deal” funds for the infrastructure of cultural organizations. Small, all volunteer organizations have special needs for technical assistance and communication with other organizations.
7. CAC needs to be better known among the organizations served by its agencies and to be easier to find and communicate with, such as having a consistent address, a web presence and a phone number. It doesn’t necessarily need a large public presence of its own.
8. It is important to see and understand cultural activities as a valuable part of the economy – the tourist economy, the creative economy and the general economy
9. There were a variety of suggestions on ways to use technology to search for and find data, to coordinate activities and calendars, to spread information and awareness, to put a value to the economic impact of cultural activities and other things.
10. In two of the sessions there was a question raised about the definition of “culture”. Does culture refer to activities such as performing and visual arts, literature / libraries, history / historical societies, architecture / preservation as seen in the focus of the agency members of the CAC, with various ethnic cultures represented within each area? Or, does culture mean the different ethnic cultures found in Maine such as Native American, French, Irish, Vietnamese, Sudanese and so on? How would that different interpretation impact decisions on which agencies or organizations are represented on the CAC?

The complete notes from the sessions, including notes from the small group discussion, from the summaries done in the whole group and any additional comments handed in or emailed in by individuals, are included in the Appendix.

3. Develop ways to broaden citizen participation in the council.

Community participation is important to the success of cultural development and programs. The citizen survey, with over 450 (?) respondents, provided a path to facilitate public involvement. Priority recommendations were:

- A. 89% of respondents thought it was very effective or effective to develop partnerships with private and non-profit organizations to make cultural affairs a part of their mission.
- B. 85% of respondents urged promoting ways to involve residents in public art and cultural projects within communities.
- C. 61% of respondents recommend as effective or very effective, more effort by the cultural agencies to communicate with the general public through increased use of the internet.

It is recommended that the CAC develop and implement specific strategies to accomplish these recommended priorities. Following the advice of several survey respondents, the CAC will explore “associate cultural memberships” (public and private) as a means to increase broader citizen participation and support.

4. Review the CAC’s internal procedures to improve the delivery of services to the citizens of Maine and strengthen the CAC’s image.

The CAC has established and published agendas including a schedule of meetings. Minutes for regular and Working Group meetings are recorded. The Chair of the CAC regularly meets with scheduled meetings of the Working Group of the CAC, consisting of the Directors of the member agencies.

- A. Meetings of the CAC are now conducted on a published quarterly basis.
- B. Internal procedures have been reviewed with the advice and counsel of the Attorney General’s office, resulting in better understanding of advocacy issues and the legislative requirements of its statute.
- C. CAC by-laws have been established.
- D. The CAC will develop a single logo for increased identity and image. Proposals will be solicited from Maine artists and designers for a unique image. A new logo will brand the CAC and promote a new image for The New Century Community program.

- E. Results from the regional meetings and survey indicate the need to improve communications, specifically its web presence. The CAC will improve its web presence, including highlighting New Century projects and funding. Links will also be made to other cultural agency programs and projects.
- F. The CAC will develop a new mission statement, strategic plan and goals.
- G. The CAC will also explore issues and process for receipt and proper expenditure of private funding.
- H. The CAC will expand efforts to work with the Governor and Legislature, including interested cultural institutions, to seek ways to sustain New Century funding through bonds and General Fund appropriations.

5. Identify ways to increase the ability of The CAC to attract private and public funding to benefit the citizens of Maine through enhanced cultural services.

Previous experience, strongly confirmed by the survey and public forums, indicates it would not be wise to compete with local cultural organizations for private sector funding. In contrast, comments support the efforts of The CAC to strengthen State support as well as Federal or national sources of funds having statewide objectives. Such sources of funding then can be redistributed among local cultural institutions.

While the CAC should not place itself in direct competition with local cultural organizations, there were several recommendations from the regional meetings and survey that addressed means to attract funding. Highest priority were:

- A. To develop a coordinated approach for inclusion in new national administration funding (Executive or Legislative) initiative for stimulating the economy through investments in infrastructure.
- B. Seek ways to link CAC statewide projects, such as the New Century program with state tourism, creative economy, downtown revitalization or quality of place initiatives.
- C. Strengthen citizen advocacy to help shape cultural programming and broader investment in culture as essential for the spirit, vitality, education and economic well-being of Maine.
- D. Provide more technical assistance and a clearinghouse for information in pursuing grants.

- E. Create a program of awareness emphasizing cultural contributions and their value to the economy and education of all Maine citizens.
- F. Strengthen, through bonding and state general funding, the New Century program to support “shovel ready” infrastructure projects that can create jobs and strengthen local communities.

The CAC has matured and is now poised to meet expectations and citizen demands for more progress in strengthening cultural programming in Maine. However, having relied on the personnel of its member agencies to provide administrative and support services, the CAC is severely limited in its ability to meet the cultural community’s expectations without a modest investment in staff. Therefore, it is recommended that at least one full time position be created to support the CAC in its effort to sustain and grow the cultural life of Maine.

6. Explore ways to improve the interaction of the CAC with the joint standing committee of the Legislature having jurisdiction over education and cultural affairs.

In the initial meeting with the Committee the following suggestions were made:

- A. After submittal of the Report to the Committee, the Chairs would like to invite the CAC Chair to present the Report to an informational meeting of the Committee where they will block out a period of time to thoroughly review and discuss the recommendations and needs of the CAC and its member agencies.
- B. Based on the positive experience at the Museum, the Chairs recommended similar lunch tours at the Library and Archives.
- C. Rep. Sutherland was supportive of the recommendation to have the CAC Chair meet on a regular basis with the Governor and the Committee to appraise them of issues and initiatives affecting the cultural community.
- D. In order to increase the visibility of the CAC in the Legislature, it was suggested that a monthly email to the members on such things as number of visitors (and place of residence) to the Museum and Archives, library usage, news, upcoming events, and activities of the other agencies would be of interest.
- E. Likewise, revolving displays at a prominent place in the State House (i.e. 3rd floor) would raise the profile of the individual agencies and their respective activities/programs.

Summary

The CAC, after review of its legislative functions, find the specific duties as outlined in MRSA, 555, Title 27, Chapter 18, appropriate and does not recommend statutory changes at this time. However, in the course of implementing suggestions made as the result of public comment, future amendments may be necessary.

In the year ahead the CAC will develop specific actions to address recommendations under the Resolve review items, 1-6.

The Resolve order has renewed a sense of the value and uniqueness of the collaborative structure of the CAC. As a forum for interagency public/private planning, cooperation and program implementation, the CAC is unparalleled in state government and remains to this day a nationally recognized model for statewide cultural development.

Public forums and comments have affirmed that the structure has excelled, but have been most critical about the lack of sustained funding and staffing. These two areas were viewed as the most significant challenge for the future.

The overall budget for the CAC has been significantly reduced over the years and is now \$41,649, which is divided among the seven members. Yet, in 2005, a Cultural Facilities Survey identified over \$341 million in cultural infrastructure needs. As the economy grows worse, agency personnel have been reduced and are struggling with staff shortages to meet their own internal needs. This has meant little or no agency administrative help to meet the expectations and demands made by the public. Consistent funding, along with staff, were expressed priorities from the public in order to achieve the objectives of a successful cultural development program in Maine.

Encouraged by the overwhelming and positive response to the Resolve and the nearly two decades of CAC progress, we look forward to strengthen and preserve Maine's unique and rich cultural heritage.

APPENDIX A:

Resolve

123rd Legislature

Second Regular Session

Chapter 182

S.P. 787 - L.D. 1993

Resolve, Regarding Enhancement of Maine's Cultural Assets

Preamble. Whereas, the Maine State Cultural Affairs Council serves a vital role in coordinating a comprehensive approach to preserving and promoting the State's cultural heritage; and

Whereas, the Legislature seeks to strengthen its commitment to the preservation and enhancement of the State's cultural assets for the benefit of all its citizens; now, therefore, be it

Sec. 1 Maine State Cultural Affairs Council directed to identify needs of Maine's cultural community and increase visibility of council. Resolved: That the Maine State Cultural Affairs Council, consisting of the Maine State Museum, the Maine State Library, the Maine Arts Commission, the Maine Historic Preservation Commission, the Maine State Archives, the Maine Historical Society and the Maine Humanities Council and referred to in this resolve as "the council," shall review its charge under the Maine Revised Statutes, Title 27, chapter 18 and:

1. Identify ways to increase the council's visibility in State Government;
2. Solicit broad-based public input to identify the needs and aspirations of Maine's cultural community including through a series of statewide forums;
3. Develop ways to broaden citizen participation in the council;
4. Review the council's internal procedures to improve the delivery of services to the citizens of Maine and strengthen the council's image;
5. Identify ways to increase the ability of the council to attract private and public funding to benefit the citizens of Maine through enhanced cultural services; and
6. Explore ways to improve the interaction of the council with the joint standing committee of the Legislature having jurisdiction over education and cultural affairs; and be it further

Sec. 2 Reporting date. Resolved: That no later than January 31, 2009 the council shall submit a report of its findings and recommendations to the joint standing committee of the Legislature having jurisdiction over education and cultural affairs matters. The council shall include in a report a draft of any legislation necessary to implement its recommendations.

APPENDIX B:

Maine State Cultural Affairs Council Public Meetings

Wednesday, October 29, 2008, 7-9 PM, Portland

Notes:

Purpose: to gather input from the public on the needs and aspirations of Maine's cultural community as well as ways of broadening citizen input to the Council, to improve delivery of services and to attract private funding

Desired outcomes:

- A list of the public's ideas for each of the questions
- A lively discussion that broadens everyone's thinking

Agenda:

7:00 PM	Welcoming and Meeting introduction: review purpose, outcomes, agenda and ground rules
7:05	Introduction to the purpose and activities of the Cultural Affairs Council.
7:20	Outline of the process for the evening
7:25	First small group session: What are your needs and aspirations around Maine's cultural activities and heritage? What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?
8:00	Second small group session: What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC?
8:40	What themes stand out for you from tonight's comments and ideas? What have you learned?
8:50	Wrap Up: What will happen next with all this information?
9:00	Adjourn

Session #1 Highlights from the whole group

What are your needs and aspirations around Maine's cultural activities and heritage? What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?

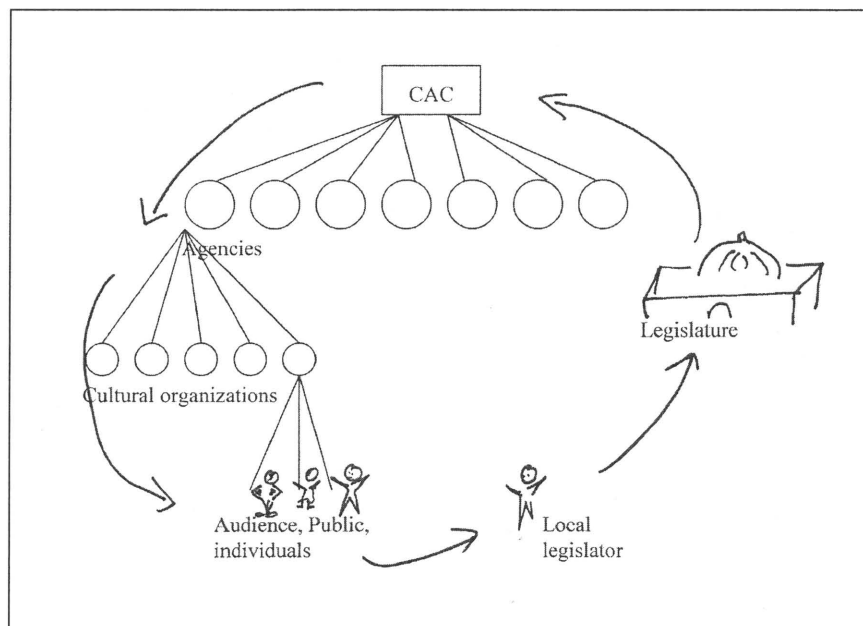
- Wanting to meet people from other organizations for advice and ideas (such as ideas on planned giving)
- Data base, clearing house of organizations and projects and collections; where to go for a resource
- Advocacy – making our cases re influence and funding; break the reticence
- Marketing of events; tied into tourism; part of their promotion
- Legislature cares about education because the groups work together and are powerful
- Coordination and communication between CAC and field
- Better linkage between websites; centralized calendar; "culture count"

- Problem with term limits
- Value of having the local groups and individuals speak directly to legislators
- Has to be more powerful than the Alliance; needs to be a system for bringing local people forward
- People need to know about CAC; know the agencies but not CAC

Session #2: High lights from the whole group

What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC?

- Question around CAC's identity; not well known, but does that matter
- Relationship between CAC, the agencies, smaller cultural organizations, the public and the Legislature is seen as a circle of support and communication



- Enhance communication and networking in both directions up and down the chain from CAC to agencies to organizations and public and among organizations
- Funding: there is an unspoken non-compete agreement around CAC's fund raising; CAC won't go after organizations support; CAC's role is to gather national sources of funds and federal public dollars to redistribute among organizations

Meeting Evaluation

What worked well?	What would you change?
<ul style="list-style-type: none"> • Small groups 	<ul style="list-style-type: none"> • add the resolve to the handouts and

<ul style="list-style-type: none"> • Having a Council member in each group • keeping the small groups the same for both sessions • having a moderator 	<ul style="list-style-type: none"> • add the mission • explain how the questions came from the resolve • get invitations out to newly elected legislators • include history around the founding resolve
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Notes for each group and from individuals by question

What are your needs and aspirations around Maine's cultural activities and heritage?

Richard's group:

- Visibility and money
- Technical assistance
- Preservation of buildings
- Advocacy on issues
- Quality of place: the importance of the cultural infrastructure
- The importance of partnering to build profile and audience

Steve's group: *(items with stars by them on the sheet are underlined for emphasis.)*

- Missing center for cultural exchange; artistic expression of multicultural community
- Central listing of cultural events
- Space for dancing; venue for social dance; venues are expensive; need visibility
- Grants for teachers to visit Maine (tango)
- Accessibility
- Community confused by dichotomy between arts and culture
- Need to push cultural tourism; Maine museum trail; reinvigorate

Kirk's group:

- Maine Arts Alliance – educators who want to incorporate aspects of the local community in their teaching. How do cultural agencies come together to achieve this? Get children into settings where they can learn from / about their community.
- Increase experience that kids have of the global context – think big; not a static history. Get resources to help (?)
- Jean Beyer Sampson Center for Diversity at UM – African American archives; Maine's Visible Black History. Point of Maine's culture heritage. Need to connect the dots. CAC needs to broaden sensitivity to diversity. (Gay, Lesbian, Trans-gender)
- Need to create a data base/ clearing house for cultural resources with agencies working on specific topics / goals

JR's Group:

- Wants to meeting people from other organizations and meet knowledgeable people who can serve as speakers
- Support and answers regarding collection care issues
- Information about planned giving
- Information about grant writing

- Have ZG (?) cemeteries in our town, and have had some grant money to help with historical research
- Our building needs help
- We need money
- Most useful to us (historical society) has been technical education from CRIC (Cultural Resource Information Center)

Pam's notes:

Richard's group

- We need more money
- We need visibility (just put on a great presentation and no one came)
- Hundreds of historic buildings owned by the state of non-profits that need upgrade
- Need technical assistance around preservation
- Creative economy and quality of place: we are part of that and need to talk about it
- Ways to partner with each other to increase our audience and leverage more resources

JR's group

- Support and answers to our questions around raising resources, how to manage archives and other technical advice
- Figure out how to do programming

Individual work sheets:

- Visibility
- Money
- Technical assistance
- Creative economy
- Maine library web site – economic value calculator; economic impact study; community calendar coordination
- Partnerships: library list serve; cultural list serve
- Coordinate advocacy
- Maine cultural community alliance
- It is important to stress the quality of place that cultural agencies such as libraries offer communities and the state. They add tremendous value to the creative economy. Legislators should realize the economic value of libraries, museums, etc. Especially in bad economic times, libraries, museums, humanities and cultural agencies offer many free services to its citizens. Libraries, in particular, are particularly busy helping folks with online applications forms, free internet and free materials and programming.
- More visibility
- Money - preserve sources
- Technical assistance
- Streamlined outlet for information: need a way to find each other / better ways to communicate
- How do you sort through all the information to find what you want?
- Need money to fund programs and advertise activities
- Cultural newsletter
- Public service announcements

- Send information to legislature with CAC imprimatur
- Have periodic face-to-face contact with legislators
- Cultural activities list serve

What are your needs and aspirations around Maine's cultural activities and heritage?

Richard's group

- Coordination of calendar
- Cultural newspaper / on line; an answer to too much information; cultural list serve; library list serve
- Access to legislature; coordinate advocacy, an agency, but organizer(?) sponsored by other agencies are problematic
- Realization of the importance of raising money for advocacy for all kinds of reasons; fight the culture of non-profit diffidence
- Key points:
 - The importance of establishing collaborative partnerships among disparate organizations
 - The need for something like a cultural newspaper to get and spread of news and to winnow out overkill of information
 - Importance of advocacy and the way agencies relate legislature and the interests of the field

Steve's Group: *(items with stars by them are underlined for emphasis.)*

- Method for collecting information and data to use to leverage support, who is participating
- New platforms of community communication; need to take advantage of new technologies, software, and networks
- Coordination
- Help communities do their own surveys
- Work with communities to help them develop their own cultural plans
- More of a centralized presence for CAC
- Aggregation of data and results of projects in cultural community; e.g. "culture count"; stronger centralized website for coordination of service and marketing
- Marketing ME cultural events and institutions to tourists

Kirk's Group:

- Outreach to larger public about what CAC does
- Grant criteria, funded projects, examples of best practices; CAC promotes these and good ideas; publish top 5-10

Individual work sheets:

- Groups not working together
- Better linkage through website
- Statewide centralized calendar
- Highlight what has been achieved by grants
- Collect best practices

- Staffing is stressed to bare bones for cultural agencies to get many things done, improved on. As funds get cut or flat-lined, nothing moves ahead.
- Cultural agencies should advocate more and work together. Advocacy is very important.
- Centralized calendar for agencies
- Work with Dep't of Tourism

JR's Group:

- Didn't know about the CAC, so awareness is first problem
- Make clear differences between CAC and New Century Community Program
- Make better use of the internet
- Legislature cares about education because the superintendents Association and Teacher Associations are so powerful. They work together.
- Properly fund, staff and market the CRIC office. [Not only one day each week.]

Pam's notes:

JR's group:

- Need to know that CAC exists and what it does; didn't know about the New Century Community Program

Steve's group:

- A way to aggregate some of the smaller organizations via the web, collecting their information on their activities and use that information for advocacy
- A "culture Count"; the program exists, but needs \$60,000 to adapt it for Maine

What are your suggestions on ways to broaden citizen input to the CAC?

Richard's group:

- Working out the interactions of agencies / clients and CAC
- This is about developing audience; how do we serve our audience; the people who care and who are they
- People at the other end, the popular land, go to what they need, the focus agency

Steve's group: *(items with stars by them are underlined for emphasis.)*

- Presence in the community; visibly attending events; representing CAC, not just their own agencies
- Public has no idea of what CAC is
- Advocacy as primary role
- Stronger CAC identity needed to extent to make advocacy effective
- No mission statement
- Four levels: CAC, agencies, local organizations, citizens

Kirk's Group:

- Better mission statement – Who are you? What do you do? What is purpose? What is product?
- C. 1000 small cultural entities trying to reach the public at large or the cultural organizations. Enhance the network of organizations!
- Develop associate memberships that receive notice of meetings and actions
- CAC to legislature and to cultural organizations and from cultural organizations to the public

- CAC needs to decide who its customers are
- Transparency on what grants are made/actions taken
- Can someone find what projects are funded for (?) each organization?
- CAC do some marketing
- Public does not need to know about CAC

JR's Group:

- Capture what local groups need by noting what grant applications are requesting
- Focus on serving the self-selected audience of people who are involved in local libraries or arts or whatever. [Need not go directly to library users or museum visitors.]
- Establish an address, active website, and a sense that there is a real Council
- Seek input through local legislators who can be informed by people in their towns

Pam's notes:

In Kirk's group:

- Have an associate membership
- Have CAC be a repository, a place for people/groups to contact each other
- A transparency around what CAC does and does well

In Steve's group

- CAC's important function doesn't need to be a big public one; its most powerful role is advocacy; needs to deliver a product; way to get more money overall
- Have each agency (especially libraries) be a "point of entry" for other cultural organizations
- Organizations come together for advocacy; the umbrella is a need of the institutions not of the communities
- But goal can be furthered by more visibility
- "Cultural affairs" is too vague a term to engage people

Individual worksheets:

- Number of people attending cultural events; audience; role of CAC

What are your suggestions on ways to attract private funding for the CAC?

Richard's group:

- Don't want competition for funds
- Discussion focused on instances where the CAC tried to get foundations to cooperate in joint programs, in Washington County for instance. There are, in other words, models where CAC can work to bring in money in a non-competitive way. (although the Washington County effort was only modestly successful.)

Steve's group:

- Ability to demonstrate economic impact
- Political influence – import
- Pecha Kucha – e.g. about space, opportunity
- CAC needs to be more visible as an entity (e.g. at cultural events) / identity of CAC in its own rights (as opposed to individual agencies); other creative partnerships

- A more robust, inclusive way of conceiving and articulating cultural ?
- AASL&H: formula grants & funds; need to explore and support efforts for federal formula funds for states, through IMLS, like those that support libraries (federal funds that are awarded to a state entity that makes decisions about how to distribute those funds to the field)
- Problematic: can't compete with the field --> a message to the legislature re private funds

Kirk's Group:

- Non-profits do not want CAC to compete with them; they want CAC to go to the legislature for state funding
- Give state funding to CAC then dispense to the field equitably; pyramid structure is good!
- CAC increase public advocacy efforts before legislature – use organizations that had been recipients of grants
- Encourage grant recipients to contact their legislators to discuss their project and grant award from New Century

JR's Group:

- Should not compete for private resources against the community groups that they are supposed to help.
- Better marketing! Make the CAC work seem interesting to people
- Only seek money from outside Maine to distribute inside Maine

Pam's notes:

Richard's group:

- CAC should go for monies for itself
- CAC should collect money to redistribute
- CAC worked with major foundations to get them to focus some funds in a particular geographic area. Is that a good use of CAC?
- CAC is competition for funding if it is going to the same sources that the organizations are going to

Maine State Cultural Affairs Council Public Meetings
Thursday, November 6, 2008, 6-8 PM, Bangor

Notes:

Purpose: to gather input from the public on the needs and aspirations of Maine's cultural community as well as ways of broadening citizen input to the Council, to improve delivery of services and to attract private funding

Desired outcomes:

- A list of the public's ideas for each of the questions
- A lively discussion that broadens everyone's thinking

Agenda:

6:00 PM	Welcoming and Meeting introduction: review purpose, outcomes, agenda and ground rules
6:05	Introduction to the purpose and activities of the Cultural Affairs Council.
6:20	Outline of the process for the evening
6:25	First small group session: What are your needs and aspirations around Maine's cultural activities and heritage? What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?
7:00	Second small group session: What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC?
7:40	What themes stand out for you from tonight's comments and ideas? What have you learned?
7:50	Wrap Up: What will happen next with all this information?
8:00	Adjourn

Session #1 highlights from the whole group: What are your needs and aspirations around Maine's cultural activities and heritage? What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?

- Awareness (or lack there of) of CAC
- Have a way to contact the Council; have a place; have consistency of location
- Need for infrastructure (capital, coordination of information, coordination among organizations) and promotion
- Statewide clearing house (web circles)
- Money! More stable basis; burn out at local level from fund raising
- Contact with other groups (volunteer organizations) or the same size
- Where to find technical assistance
- Strong voice for cultural activities

Session #2 highlights from the whole group: What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC?

- Presence of CAC: provide information and legislation alerts; clear, consolidated information on grants; coordination among organizations to identify issues and set policy
- Can only be a CAC if Maine tribes are involved
- Funding: have a policy of non-competing with sources of local funding
- Confusion on how to give CAC input: at their meetings? through other organizations? Input from public? Field? Staff?
- Maine has value for people in other countries; use that for cultural tourism: summer campers; English language learners
- CAC should have meetings around the state
- Have a postcard with information on CAC and response/comment that could be mailed into CAC
- Concept of communities that have a particular culture; Maine has many communities with a specific culture such as native Americans, multiple French communities and so on; work with those communities
- Reach out where the people are; reach beyond the specific organizations, for example at grocery stores; promote are; generate citizen ownership
- How do citizens know that their input is desired? Need a reason to show up; set the stage for participation

Meeting Evaluation

What worked well?	What would you change?
<ul style="list-style-type: none">• Appreciated deepening my understanding of CAC• Ran on time	<ul style="list-style-type: none">• Groups too close together; hard to hear• A way to come in with out assumption about what “culture community” means• Mix up the groups for every question• What does CAC use as a standard for what it is measuring @ reflection of the population of Maine. Are we presenting a true picture?

Detailed notes from each group and additional general comments from participants

What are your needs and aspirations around Maine’s cultural activities and heritage?

Darrell's group:

- Website presence for all cultural groups through main
- Statewide clearing house: additional web resources (teaching); cultural web rings
- Need to be aware of CAC and what it does
- Support / resources/ help with publicity

Lizz's group:

- Digital registry / list of what exists in various places ; what is where; especially archives/ finding archives
- Non-duplication of efforts
- Pool resources
- More focus on New Century (need funds) – collections etc. growing One print copy in safe place plus a digital copy means libraries can throw out other copies to provide more space
- CRIC office funding
- Marvel database / delivery service for every public library in the state
- Creative economy (the council can help promote) PR / visibility / a participant Granting sources are difficult; can CAC help?
- Broad band across the state / infrastructure
- Cultural community as important voice in legislature
- More communication between cultural agencies and existing list serves (ex: MELIBS) with emails of constituents
- State wine content in digital form (co-ordinate / get word out/ format common and searchable / needs people, staff

Steve's notes for Lizz's group:

- Communication: coordination of list of collections – people don't know what things are where, funding aids; need more collaborative statewide initiatives, like recent conversations among leading research collections re. EAD (making finding aids available online)
-
- Between organizations: coordination of services
- Statewide: more focus on New Century
- Content in digital form: need funds for new library building (Ellsworth)
- Manuel: New Century Program
- Last copy center; This point had to do with regional services for efficiency sake: Bangor PL has a program—called the “Last Copy Center” or some such—that preserves a single copy of certain newspapers so that other libraries who lack sufficient space and resources don't have to
- Publicity/ marketing: no state aid for library buildings for the state
- Professional: need to use CAC to promote creative economy
- Training & support for small historical societies: broad band information

JR's Group:

- The New Century Grants
- Continuity of the programs we benefit from (a school librarian)
- Sharing cooperatively in ways that save
- Volunteers who can coordinate complex problems

- Money
- Meeting of CAC and similar group from Quebec to take place in Greenville
- Public attention to the value of the work they do
- CAC to reach out to help local communities exchange ideas
- A way to contact the CAC (an identity and location)
- More publicity visible collaborative events by CAC agencies (two or more)
- Need to know how to write grants
- All-volunteer groups need to know what they do not yet know
- Some method at the most basic level of beginning volunteers to learn basic skills
- Need more active recognition in Augusta of economic value of potential of French heritage in terms of links to France and Canada
- Culture is as powerful as other economic factors and should be receiving same level of funding and leadership as traditional economic development factors

Pam's notes:

From Lizz's group:

- A list of what we have in various places – archives, collections
- More focus on New Century / need more funding for more space; there are new ways with digital archives which could help with the space problems of libraries and collections; a copy center with a digital copy of magazines/ papers and one print copy.
- Cultural resources information center is important
- MARVEL data base; delivery service State funded
- Importance of the Creative Economy; CAC is a way to promote it

From Darrell's group:

- Maine cultural "ring" pulling all the cultural agencies' websites together
- Don't know anything about CAC even though I've worked a lot with one of the agencies

From JR's group:

- We are really small and need all kinds of help and a method to network
- Networking is important
- Too low a "ceiling" for cultural activities; people not seeing the value of cultural activities.

Individual participant comments:

- If the goal is to maintain / improve relationship to (and funding from) Maine Legislature, the CAC must consider increasing its visibility and communicate with the general public (so that when legislators are faced with the option of funding our organizations, they know what the organizations do and how this benefits Maine).

What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?

Darrell's group:

- Simplification of grant process
- Help with publicity / cooperation
- Programs broadcast to public more (to make legislature members more aware)

Lizz's group:

- Broadband statewide
- All libraries on delivery system
- Communication to alert all about legislature etc.; to be a facilitator / source of information
- Information on cultural list serve and CRIC (<http://maine.gov/sos/arc/cric/index.htm>) (get word out on grant opportunities)
- New ways to energize constituents to legislative
- State level – assess what the real need is for cultural agencies (does state funding meet needs?)
- Richer sense of community / more dynamic / more community (for those whom the agencies / organizations serve) (richer communication) not have to fight so hard all the time for funds
- Knowledge of what CAC is and does; is that needed? Make sure its members know
- Marketing and promotion and PR help for smaller cultural organizations
- Regional workshops to help smaller cultural institutions with needs
- Utilize technology (ATM & other ways to deliver content over the state)
- Regional tourists promote communities; need more state tourism support for cultural field

Steve's notes for Lizz's group:

- Broad band: more investment by the state in technical infrastructure—existing broadband infrastructure is aging and will soon lack sufficient capacity
- Communication – list serve
- CAC needs to keep the field apprised of: What's coming down in the legislature, facilitation
- Maine Libraries: word about New Century gets out; information about New Century funding is scattered across the agencies who manage individual NC grant programs—there isn't a centralized place to see what all of the CAC/NC funding programs are
- Burn out on the grass roots level; new ways needed to energize; don't necessarily feel like local folks get anything out of it
- Need for assessment of need
- Mobilize constituent bases – local libraries mobilizing their patrons
- Identity

JR's Group:

- People need to know about services that already exist
- Be more public, CAC should pop up on websites of the seven agencies and state
- A volunteer database would be valuable. Start with students who need internships. Connect people with needs to people with energy
- Public awareness is first!
- Regional development groups could be helpful to humanities and cultural groups if lead to the idea
- Bring native American leaders onto CAC agency commissions
- Note that there is power within separate cultural communities which, once they realize it, they can bring to the table to benefit everyone.
- A one-source website to find places where collections exist; documents, artifacts, rare books

Pam's notes:

From JR's group:

- We've missed the connection between tourists and cultural activities
- Be public, reach out, have website

- Have “how to” links: how to write a grant, get technical information, condense and share knowledge
- Have a volunteer base

Individual participant comments:

- Communicate CAC accomplishments / programs to “industry” organizations to help strengthen broad understanding and support
- Become more public
- Include native American Culture Council in CAC
- Website e.g. databases, links, etc.; volunteer database
- Connect the people with needs with people

What are your suggestions on ways to broaden citizen input to the CAC?

Darrell’s Group:

- Travel the state to seek input
- A way to facilitate ownership by public
- A post card: here’s what we do; let us know if you have suggestions; could place them at cultural institutions
- Information provided back to public using existing lists

Lizz’s group:

- Mention and link CAC in web pages of individual agencies
- Getting the word out; maybe one central mailing list from all the partnering organizations; What is a meaningful way to have this dialogue?
- Should this be for cultural organizations or bigger to the general public? Maybe public meeting once a year or have it digitally?
- What should we be telling our public? What do they need? Polling constituents and sharing this information.
- Web presence: legislative alerts; grants resources; initiatives and interests; centralized place for information; calendar; maybe also paper resources with similar information for non-computer patrons
- Agenda and advertising of meetings (open to anyone, if in agency or not)
- Find common needs of users and collaborate when needs are common
- Each agency contributes to creating a web presence – not a to create another agency / organization or level of bureaucracy

Steve’s notes for Lizz’s group:

- Need for CAC website and/or other means of creating a centralized identity and presence for CAC; key functions would be: legislative alerts, grants, info about statewide cultural initiatives
- Can this be done digitally (the conservation)
- Web 2.0 – broader citizen participation; multiple printer and ways
- Overly of public; helping people find reasons
- Does / should CAC mean anything to citizens?

- Problem of lack of presence or identity
- Need to be careful to not disenfranchise people (e.g. by relying on email / web)
- Should those be the forum for public / field input?

JR's Group:

- There can only [be] a "Maine" cultural affairs council if tribal members are on the council
- "Cultural Affairs" sounds off-putting to most people, but it really includes wonderful local projects they would be interested in if they were aware
- Reward collaborative efforts at all levels, find them and publicize the good results
- Real question is, "How do citizens know their input is wanted and important?". The Governor should take the lead to tell people this

Pam's notes:

From Lizz's group:

- Is there a way to have the conversation digitally
- How did word get out on these meeting? Web version of a telephone tree
- Try for a truly public meeting once a year or so
- Broaden base of citizen input via the web
- Each group has its own constituencies; but they may overlap
- CAC doesn't mean anything to the public, so they won't communicate with it

From Darrell's group:

- Programs for kids will bring in the parents and build awareness

From JR's group:

- Local organization volunteers don't see themselves as part of a larger cultural umbrella
- The challenge of reducing overlap and overhead without losing the individual passion associated with each small group

Individual participant comments:

- Be present
- Set up a calendar with cultural activities in Maine
- Include brochures etc. in school libraries, museums
- Every organization within the CAC should promote activity of CAC
- Reach out to equivalent organizations beyond the borders of the State of Maine
- Establish CAC's organizational culture: top – down or bottom – up process of input

What are your suggestions on ways to attract private funding for the CAC?

Darrell's Group:

- Increased awareness thought cooperation through school system to grow funding base; funding through (grocery stores)
- Is that cannibalizing funds from friends?
 - Field [organizations?] are concerned at the prospect of competition
 - Formalize policy of non-competitiveness in private funding
- Percentage of bills to CAC
- Funding through lottery

Lizz's group:

- When we have mutual areas of interest, those agencies can combine to write proposals
- Increase the profile of CAC, increase the credibility for funding
- Avoid agencies competition for funds, rely on legislature's funding / bonds
- Use CAC as recipient of funds for funds not able to get as individual agencies (formula grants / block grants / federal money)
- Cultural community / tourism (promotion of state and cultural community)

Steve's notes for Lizz's group:

- Special pools, partnership
- Juice conference: energizing; what's next? What happened?
- Better CAC presence in life of individual agencies: CAC links/logos on agency website
- Maine tribes
- Knowledge of how it works – openness of working and full meetings; Should the public attend?

JR's notes:

- Language programs (people come here from other countries to learn English while having package of interesting activities).
- Tell state Chamber of Commerce the value of CAC programs and local activities

Pam's notes:

From Darrell's group:

- Raised the question of competition for funds
- CAC should look primarily to the legislature for funds

From JR's group:

- Reach outside of the state; tie in with tourism; connect with the Chambers of Commerce
- Is this question is about the legislature trying to cut the funding from the State to CAC?
- We are generating economic development and community good, so the legislature should fund us.

Individual participant comments:

- Strengthen economic potential that comes with cultural development (e.g. exchange program, tourism)
- Be present at the State Chamber of Commerce; tap into professional associations: Management Association, MITC

General Public Comments:

From JR's Group:

- There is strength in building on differences (or specializations). Four libraries near each other can all thrive if each has a strength and they do not duplicate efforts.
- Cross connect between types of organizations which offer programs or events, such as a library and museum teaming up.

Email comments:

Comment #1:

Hello, I wanted to add a few points to the report you will be submitting to the CAC.

I would like to say that there might be links added at the following museum site to include the Franco-American resources online. This could also be done at other strategic information points in the CAC's 7 organizations' sites online. I believe

this to be an important aspect particularly for teachers. I maintain a website, Franco-American Women's Institute, FAWI, <http://www.fawi.net/> with many pages of resources for teachers and the community at large. The most hits the website receives is from/for teachers. There are several other Franco-American websites online as well which could also be included. Given that there is plenty of information on the Franco-Americans already established online, the job is easily achieved by simply linking to these many fine sites. The FAWI site is used as a resource by many organizations, but ironically not by some Maine state organizations.

Links to be added here:

<http://www.maine.gov/museum/links/index.html>

The other point I would like to make is that the state's museum bookstore does not accept, and will not offer to the public my book, *Wednesday's Child*, nor an anthology, *Canuck and Other Stories*, of early Franco-American women writers from the state of Maine. I find this to be counter productive in the expression of cultural voices having a presence in state organizations such as the museum for which Franco-Americans pay taxes to support.

This is not simply a matter of my marketing my book, but one where I believe strongly in having a Franco-American presence in the bookstore beyond the one or two books that are now available. I have spoken to many people about this, and I feel I should not have to work this hard to get a Franco-American visible presence in these organizations.

Which brings me to the point I made at the end of the meeting at the Bangor Public Library. I wonder what the CAC organizations use as a criteria to measure their level of inclusion of the varied populations that exist in the state of Maine in their work. I speak for the Franco-Americans because I am of that heritage, but there are many, many populations--historical and recent--that should be reflected in these organizations. I question this policy because I think there can be more inclusion and interchanges.

A success story for me would be the Maine Historical Society and their marketing of books about the French, among others, in the state. They have done an excellent job in promoting these writers and their writings. Thank you for this opportunity.

Comment #2:

I was a participant in the CAC session held at the Bangor Public Library on Nov. 6, 2008. I am retired but one of my current activities is serving as President of the Old Town Museum Board of Directors. I believe I was the only person in attendance that was from a small, all-volunteer operated local historical museum which depends on private donations for ongoing funding.

You asked for some feedback if there were any comments that did not surface during the session so here is my shot.

As the discussions progressed during the evening, I came to the conclusion that those of us that attended because of email invitations from the Maine Historical Society or the newspaper article, did

not fully understand both the intent of the meeting or the purpose of Cultural Affairs Council. In the discussion group in which I participated, 2 of the participants were there to specifically assure that the CAC would include at least one member specifically representing the "Franco-American Culture". As the discussion continued, this was expanded to include a need for specific representative of the "Native American Culture", The "Swedish-American Culture", the Italian-American-Culture" and to a lesser extent, the "German-American-Culture". We also spent some time discussing the values of these various cultures to Maine Tourism and what the Cultural Affairs Council should be doing to promote tourism or the economic impact on the state by promoting information about the diverse cultures that exist across the state. As we moved into the second set of questions, and some of the comments that summarized the results of the first set of questions, it became clear to me that we were working on a different set of issues than was the intent. We were not there to discuss the various "cultures" that exist and that are of value to the state, we were there to discuss services of a group of agencies and organizations that had the word "Culture" in their umbrella. Our discussions had been interesting but they may also have been "off the target".

As you look towards the next meeting on November 13th, if my observations are correct, I think more time needs to be devoted to explaining both the CAC and the purpose of the "feedback session". It might help if the questions that were the basis of the discussions came directly from the text of the Legislative Resolve and this was explained so the participants had a better sense of the meeting's purpose.

I enjoyed the opportunity to participate in the session but had the feeling that many of the comments were outside of the meeting's intent.

Dick Eustis

Comment #3

Dear Ms. Plumb.

I enjoyed attending the CAC meeting at the Bangor Public Library on Thursday, November 6. I do have a suggestion that might pertain to the input and fundraising from the general public question.

Since one of the CAC's jobs is working in Augusta to obtain funding, would it be possible to arrange for some grant funding for schools to implement apprenticeship programs in cultural institutions, such as historical societies, art museums, etc., for high school credit or as extra curricular activities?

This kind of program in a school could not only tie in with the "Learning Results", but also would offer a wonderful opportunity and experience for the students and chronically overworked museum staffs might get some help as well. I understand (I work with young people) that this would require supervision for the students, but this could be where the funding or some of it, could be of assistance. It might enable a teacher to receive a stipend for working in conjunction with the cultural institution to give the students some direct contact with the cultural community. It would also provide an additional resource for the schools.

How this idea ties in with the two questions I mentioned is that it would contact the community from within the community. People whose children, grandchildren, and students are involved in these programs will be made more aware of the CAC and some of the work that it does. They might, in turn

give input, or their business might give financial support to the CAC. This may help solve the problem of low visibility and awareness for the CAC.

Another question that I personally have is, as an artist. How can the CAC benefit me? What does it do for the individual artist?

One note on format: It might be nice to send the questions ahead of time, maybe with the notice of the meeting, so that participants can give the questions some thought.

Attendance list:

Bill Cook, Maine Archives & Museums, billc@bpl.lib.me.us
Lizz Sinclair, Minae Humanities Council
Charlene Churchill, Ellsworth Public Library, director@ellsworth.lib.me.us
Barbara McDade, bmcdade@bpl.lib.me.us
Joyce Rumery, rumery@maine.edu
Betsy Paradis, bparadis@belfastlibrary.org
Steve Bromage, Maine Historical Society
Dana Lippit, curator@bangormuseum.org
Ellen Dyer, archivist@knoxmuseum.org
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Maine State Cultural Affairs Council Public Meetings
Thursday, November 13, 2008, 7-9 PM
Augusta, Presque Isle, Machias

Notes:

Purpose: to gather input from the public on the needs and aspirations of Maine's cultural community as well as ways of broadening citizen input to the Council, to improve delivery of services and to attract private funding

Desired outcomes:

- A list of the public's ideas for each of the questions
- A lively discussion that broadens everyone's thinking

Agenda:

7:00 PM	Welcoming and Meeting introduction: review purpose, outcomes, agenda and ground rules
7:05	Introduction to the purpose and activities of the Cultural Affairs Council.
7:20	Outline of the process for the evening
7:25	First small group session: What are your needs and aspirations around Maine's cultural activities and heritage? What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?
8:00	Second small group session: What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC?
8:40	What themes stand out for you from tonight's comments and ideas? What have you learned?
8:50	Wrap Up: What will happen next with all this information?
9:00	Adjourn

Report out from small group session #1: What are your needs and aspirations around Maine's cultural activities and heritage? What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?

- **Communication:** among cultural organizations and information out to the public
- **Money:**
 - Staffing
 - Facilities
 - Crisis as opportunity; New Deal investment beyond roads
 - Support for New Century program that lives outside the budget cycle
 - Online magazines, papers etc.; Marvel
- Broadening the view of history and how it is interpreted
- Have a Cultural Affairs Day or week, larger than just for the legislature, reach the public
- Reality of rural isolation; communication and other aspects; what is centralized and what is decentralized
- Maine's rich literary heritage: how to use and get it out more (example: Maine Sunday Telegram supplement with the Maine Literary Map)

Report out from small group session #2: What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC?

- Link member agencies to each other and a CAC site // cross connect from any one site
- Get in put from different constituencies: students, seniors, etc.; bring together board members of all constituent organizations
- Annual event for **all** the constituent boards at one time for feed back and communication
- Decentralized way to work one theme locally and then bring it all back to CAC; example: a state reads program
- Use public funds to leverage private money to tide us over; an approach to use private and public dollars to stimulate each other
- Reach out to larger funding sources without competing with local organizations
- "Wish I could buy one big membership for everything; like a "culture pass" in the St. Johns Valley
- Arts Council has a calendar built already and others could add to it

- Involving town governments and chambers of commerce; cultural tourism
- Centralizing in order to decentralize

Meeting Evaluation:

What worked well	What would you change
<ul style="list-style-type: none"> • Everyone had a chance to speak and be heard • Evening went quickly and was lively 	<ul style="list-style-type: none"> • More public members • High school in Machias didn't know we were coming • Larger name tags to be more visible in other sites • Notes on chart pad in the small groups so we could see them • Access to a smart board to share notes with other sites

Small group notes:

What are your needs and aspirations around Maine's cultural activities and heritage?

JR's group:

- Public libraries need money for facilities. Some are in historic buildings and some have artistic elements like stained glass windows. These are community assets.
- State archives and other collecting institutions need secure climate controlled space expansion.
- Dollars for staffing cultural institutions.
- Aspires to find opportunities within the current, worldwide, economic crisis. There should be national level public works money beyond highways and bridges.
- Money to support the creative economy including artists of all kinds.

Erik's group:

- Cultural activities are rich but not known to the public; disappointment at lack of broad knowledge; publicity
 - Would love to see Maine known as a cultural center
 - How do we broaden the audience?
 - Clear and timely information about this meeting, meetings like this; the content was not clear;
- Communication**
- ODOMAGON living History Museum to have schools with LD 291, every student can come and be in a full scale village; challenge funding native people for LD 291
 - Take a broader view of history. How is native story brought out

Pam's notes:

From JR's group:

- Space: housing permanent/ long term public record in appropriately controlled space; inadequate facilities
- Financial, economic situation we're in and resulting manpower cuts
- Use the possibility of investment in infrastructure to the benefit of cultural organizations; see crisis as opportunity; a broader approach than roads and bridges
- Dollars for facilities
- A New Deal could fuel the creative economy

- Not well know; consider a marketing program around cultural activities; example is Tim Sample promotion of MARVEL
- What we want to do is preserve the heritage but it takes money
- But it also takes people and volunteers
- Need to get public to know about and value what cultural organizations do
- In a down turn people use libraries more: to get warm, to read, for entertainment, to research work opportunities, to use the internet

From Erik's group:

- Finding new ways to look at history
- How to include native Americans
- How to get various cultural activities to a larger, geographically broader group
- "I think of native issues when I hear 'cultural affairs'."
- Not a lot of attention being paid to the native American story
- A problem with geographic barriers
- How to communicate and connect with people
- Geographic isolation is an issue; we have to work harder to be part of it; the stories here aren't being told outside of the county; something special is being lost.
- ODAMOGAN Living History Museum needs more funding to get this museum up and running. The schools have little to no materials for the LD 291 mandate. So it is our goal to get this going as soon as possible to get the teachers another major source for teaching materials. We need a very large earmark, \$10 Million.

What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?

JR's Group:

- The CAC needs to promote awareness of itself, its programs and its member agencies.
- The public will recognize the value of what is being done, once they are made aware of it.
- The CAC should consider improving web sites and cross connect them.
- Perhaps have a cultural affairs day or week with events throughout the State.
- Need a graphic logo to create a memorable identity.
- Broadcast the great success the New Century Community Program has had in inspiring matching money to leverage the support to local communities.
- Let people know that facility improvements are very expensive and state money is needed.
- Set up (or strengthen an existing) volunteer clearing house to match people to valuable programs in their communities.

Erik's Group:

- Challenges of driving distance? **Communication**
- Maine stories not being told Downeast; oral history Downeast not being saved.
- Train the trainer model to reach rural area
- The challenge is to sort out which services can best be offered centralized way, which can be best served in a decentralized way
- "Use of technology – centralized model may be done"
- What would help me is one website
- Issue of many places where information might be found; might be a resource
- If a school can't come to us, we'll have a living history trailer outfitted

- Given that CAC's role is to coordinate agencies, **increase grant monies**

Pam's notes:

From Erik's group:

- Which services are best offered in a centralized way and which in a decentralized way?
- There is a need for a clearing house role; value of the list serves; we're not going to be driving around as much, but need to find other ways to decentralize.
- Have **one** web site with all this information
- Need to snag the retired people to be involved
- Have a living history trailer to take around to different schools

What are your suggestions on ways to broaden citizen input to the CAC?

JR's group:

- Member agencies web sites should all have links to CAC site and other agencies. People who are aware of one group can be led to the others.
- Seven member agencies are distinct and do not duplicate services. More intense input at agency level.
- Perhaps citizen input should be into the seven agencies, and the agency staff brings it into the C.
- The boards and commissions need to bring their ideas together, not just the chairs and vice chairs
- Gather feed back from people at Cultural Affairs Day activities around the state
- Maine Statehood Day would be a good day to rally around in March. Ask people at events what they need.
 - Promote literary heritage; cultural tourism
 - Logo for CAC
 - Citizen input through individual agencies to Boards/commissions whose members are liaisons out back into the general community

Erik's group:

- For a like this to understand specific needs
- Reach out to students
- Senior colleges – find out their needs; gather input from them
- Community bicentennials; civic outreach

Pam's notes:

From Erik's group:

- Important for the Council to know what the needs are of the organizations; two way communication is very important
- Survey is out there, but hasn't gone to libraries yet
- Don't understand who the meeting is for
- Maine studies done at the middle school level; they are studying the Maine culture; ask them and their teachers
- Senior colleges have large groups
- Town governments sometimes are hooked into historical societies, town heritage days
- Key players are often historical societies, schools, town governments

What are your suggestions on ways to attract private funding for the CAC?

JR's group:

- Seek major national foundation support for broad collective projects. Do not compete with local groups.
- Look for new "New Deal" money at federal level for cultural projects.

Erik's group:

- Look at broad purpose of cultural community
- Within terrible economic situation, how will we find resources to bring more funds to cultural field
- At proper time, create a large endowment, enough to ride out peaks and troughs.

Pam's notes:

From Erik's group:

- "I don't want to raise money for the CAC, accept to support the New Century Fund. It is the Council's job to get its funds."

From JR's group:

- State will just cut your funding if you get foundation funds
- Governments don't like to fund art, unlike Europe
- The new New Deal including culture; people could make lemonade out of this
- CAC could search for funds outside of the sources that local organizations are applying to
- Annual meeting of all commissions and boards; sponsor a cultural affaires week state wide; use date of Maine's becoming an independent state 3/15 (Maine Archeology Month h as a full calendar of events

Attendees:

J. R. Phillips, Maine State Museum, joseph.Phillips@maine.gov

Barbara Harness, Maine State Library Commission, Barbara.harness@mainegeneral.org

Earle G. Shettleworth, Jr., Maine Historic Preservation, earle.shettleworth@maine.gov

John Erdman, consumer of cultural services, jperdman@gmail.com

Catherine Erdman, consumer of cultural services, ccel3@yahoo.com

Steve Norman, Belfast Free Library, smorman@belfastlibrary.org

Dean Corner, Maine State Library, dean.corner@maine.gov

Elaine Stanley, State Archives Advisory Board, Elaine.Stanley@gmail.com

Lynn Martin, ODAMOGAN Living History Museum, Cirice75@aol.com

Jonathan D. Yellowbear, ODAMOGAN Living History Museum, easternabenaki@yahoo.com, living-history@odamogan-museum.org

Jay Adams, Old Fort Western, jay@oldfortwestern.org

Linda Lord, Linda.lord@maine.gov

Richard Dabate

Erik Jorgensen

Donna McNeil

Gretchen Asam, Presque Isle

Marianne Thibodeau, Machias

Jody Rose, Machias, info@tales-told.com

Randall Kindleberger, Machias

APPENDIX C:

Maine State Cultural Affairs Council Public Meetings

Wednesday, October 29, 2008, 7-9 PM, Portland

Thursday, November 13, 2008, 7-9 PM, Augusta
(with video link to Machias and Presque Isle)

Purpose: to gather input from the public on the needs and aspirations of Maine's cultural community as well as ways of broadening citizen input to the Council, to improve delivery of services and to attract private funding

Desired outcomes:

- A list of the public's ideas for each of the questions
- A lively discussion that broadens everyone's thinking

Agenda:

- | | |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7:00 PM | Welcoming and Meeting introduction: review purpose, outcomes, agenda and ground rules |
| 7:05 | Introduction to the purpose and activities of the Cultural Affairs Council. |
| 7:20 | Outline of the process for the evening |
| 7:25 | First small group session:
What are your needs and aspirations around Maine's cultural activities and heritage?
What suggestions do you have for improving the delivery of services of CAC and its member organizations/agencies?

<i>Meeting attendees will work in small groups to share their ideas, comments and suggestion on the two questions, followed by a time to report to the full group.</i> |
| 8:00 | Second small group session:
What are your suggestions on ways to broaden citizen input to the CAC and to attract private funding for the CAC? |
| 8:40 | What themes stand out for you from tonight's comments and ideas? What have you learned? |
| 8:50 | Wrap Up: What will happen next with all this information? |
| 9:00 | Adjourn |

APPENDIX D:

On-line Cultural Survey Results

APPENDIX E:

CAC Member Agency Profiles

Maine Arts Commission

The Maine Arts Commission strives to give people of all ages the opportunity to come in contact with the arts; build a support base for the arts; use partnerships to expand audiences and develop new funding sources; and further the cultural, educational, and economic goals of the State of Maine.

Maine Historic Preservation Commission

The Maine Historic Preservation Commission, established through a legislative act in 1971, is an independent agency within the Executive branch of state government that functions as the State Historic Preservation Office. Its Director is the State Historic Preservation Officer (SHPO). The Commission is responsible for the identification, evaluation, and protection of Maine's significant cultural resources as directed by the National Historic Preservation Act of 1966. It nominates buildings, sites and districts to the National Register of Historic Places; provides assistance to property owners seeking federal and state rehabilitation tax credits; and reviews federally funded, licensed and permitted activities to assess impacts on historic properties. With funding provided by the New Century Community Program, the Commission operates a grant program for the preservation and restoration of historic properties.

Maine Historical Society

Maine Historical Society is a private, non-profit organization founded in 1822, the third oldest state historical institution in the U.S. MHS collects, preserves and interprets the history of Maine; facilitates research into family, local, state and national history; presents programs that make history meaningful and enjoyable; and works to empower and encourage other historical organizations throughout the state. Located on a one acre campus in downtown Portland Maine, MHS is composed of 1) The Research Library; 2) The Museum of Maine History; 3) The 1786 Wadsworth-Longfellow House, a National Historic Landmark; 4) The Maine Memory Network, a statewide collaborative online museum and archive; 5) School and community educational services; and 5) Publication services, including the journal, *Maine History*, produced in cooperation with the University of Maine.

Maine Humanities Council

The Maine Humanities Council is an independent statewide educational nonprofit committed to helping Maine people of all ages and educational levels deepen their understanding of themselves, their communities, and the world. The Council serves a wide variety of audiences including teachers, early childhood educators, low-literacy adults, health care providers and the general public with book-based programs in the humanities.

Through the New Century Community Program it also offers grants supporting local projects in community history, humanities infrastructure, and community educational programming. The Council is Maine's affiliate of the National Endowment for the Humanities.

Maine State Library

The Maine State Library's purpose is to lead in efforts that will provide, broaden, and improve access to information and library services for all Maine residents. To accomplish this effort, the Maine State Library is divided into two divisions: Library Development and Reader and Information Services.

1. The Library Development Division provides for the development of all types of libraries throughout the state. Specific programs include: the Maine Regional Library System; consultant services; direct free walk-in service at Area Reference and Resource Centers – Portland Public Library, Bangor Public Library and the Maine State Library; interlibrary loan; outreach services (books-by-mail, video services, talking books and large print books); school library/ media services; assistance with the federal e-rate program that supports technology costs for libraries; and electronic database licensing.
2. The Reader and Information Services Division provides for the delivery of quality information, reference and loan services to state agency personnel and the general public. This includes supporting and complementing the collections of all types of libraries throughout the state. Specific programs include: reference, circulation, government documents, collection services, and interlibrary loan.

Maine State Museum

The mission of the Maine State Museum is to collect, preserve, and research objects of Maine's natural and cultural history for the purpose of educating and inspiring Maine's people and visitors, in order to promote an understanding of and respect for the past, which is essential for Maine's future.

The Maine State Museum and its collections are a unique source of information on Maine's natural and cultural history. Collections are exhibited in the Museum, State House, and Blaine House as well as loaned to other Maine museums for special displays.

Maine State Archives

The Maine State Archives establishes rules, standards and procedures governing the creation, use, maintenance, retention, preservation and disposal of State and local government records. It assists these governments in making their operations more efficient and economical through the application of modern records management techniques, including:

1. establishing disposition schedules under which agencies may systematically destroy records having no permanent value;
2. providing technical assistance in specialized fields such as files, forms, general paperwork procedures and office equipment management; and
3. providing centralized, secure, environmentally controlled storage and retrieval facilities.

APPENDIX F:

New Century Community Program

Funding and Agency Allocations
2000-2009

Maine State Cultural Affairs Council

HISTORY AND PURPOSE

The Maine State Cultural Affairs Council was established in 1991 to ensure a coordinated, integrated system of cultural resource programming and projects, and to ensure the support of cultural heritage institutions and activities of the State.

The Council membership includes the chair and vice-chair of the governing body of the following agencies and organizations: the Maine Arts Commission, the Maine Historic Preservation Commission, the Maine Library Commission, the Maine State Museum Commission, the Maine Humanities Council, the Maine Historical Society, and the Maine State Archives. The chair of the Council is appointed by the Governor from among the members of the governing body of the member agencies. Ex-officio members include the agency directors and a liaison representative from the Office of the Governor.

As set forth in statute, the functions of the Council are to:

- Coordinate budget requests
- Provide a forum for interagency planning
- Serve as the principal liaison for distribution of agency-wide notices and instructions from other governmental administrative agencies
- Prepare a joint annual report and planning documents for the agencies
- Meet with the Maine State Film Commission and the State Law Library and others as appropriate to exchange information and coordinate statewide cultural planning
- Administer the New Century Community Program fund

The Cultural Affairs Council administers the **New Century Community Program**. Funded by the Legislature since 1999, the New Century program has supported a wide range of cultural projects, from building restorations and library development to family literacy programming. This program has also funded direct technical assistance to community-based organizations and the innovative Maine Memory Network.

Cultural Affairs Council New Century Funds 2000-2009

State funds

	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
Maine State Library	\$201,935.00	\$214,050.00	\$0.00	\$14,286.00	\$13,574.00	\$99,000.00	\$13,574.00	\$0.00
Maine State Museum	\$21,677.00	\$23,313.00	\$0.00	\$14,286.00	\$13,571.00	\$49,500.00	\$13,571.00	\$93.00
Maine Historic Preservation Comm	\$65,208.00	\$66,941.00	\$0.00	\$14,286.00	\$13,571.00	\$74,250.00	\$13,571.00	\$530.00
Maine Arts Commission	\$63,511.00	\$67,826.00	\$0.00	\$14,286.00	\$13,571.00	\$74,250.00	\$13,571.00	\$7,705.00
Maine State Archives	\$13,750.00	\$14,570.00	\$0.00	\$14,286.00	\$13,571.00	\$49,500.00	\$13,571.00	\$12,438.00
Maine Humanities Council	\$72,661.00	\$75,501.00	\$0.00	\$14,285.00	\$13,571.00	\$74,250.00	\$13,571.00	\$10,289.00
Maine Historical Society	\$34,375.00	\$36,440.00	\$0.00	\$14,285.00	\$13,571.00	\$74,250.00	\$13,571.00	\$10,594.00
Totals:	\$473,117.00	\$498,641.00	\$0.00	\$100,000.00	\$95,000.00	\$495,000.00	\$95,000.00	\$41,649.00

Bond Funds

	FY00	FY03	FY05	FY07
Maine State Library	\$1,320,000	\$1,000,000	\$210,000	\$400,000
Maine State Museum	\$149,600	\$50,000	\$120,000	\$200,000
Maine Historic Preservation Comm	\$506,000	\$100,000	\$175,000	\$300,000
Maine Arts Commission	\$440,000	\$100,000	\$175,000	\$300,000
Maine State Archives	\$88,000	\$50,000	\$120,000	\$200,000
Maine Humanities Council	\$484,000	\$100,000	\$100,000	\$300,000
Maine Historical Society	\$220,000	\$100,000	\$100,000	\$300,000
Total	\$3,207,600	\$1,500,000	\$1,000,000	\$2,000,000