

**FY 2020 CULTURAL CONTRACT QUARTERLY REPORT FORM**

**CONTRACTOR: Los Alamos Arts Council**

**FY20 Quarter: Q1**

**AGR 17-702**

**Completed by: Christine Monteith, Executive Director**

**2. Deliverables.** Contractor shall provide:

- A. An annual financial \_\_\_\_\_ audit or review \_\_\_\_ performed by an independent party with acknowledged financial experience to include, at a minimum, all financial records relating to the Agreement Term, and furnishing County with a copy of such audit within ninety (90) days after the end of County's fiscal year.
- B. Written reports, on forms provided by County, covering each three (3) month period of the Agreement beginning July 1, 2017. The reports shall include financial information describing Contractor's use and expenditures of County funding and, at a minimum, summary information describing:
  - i. The efforts undertaken and the results of Contractor's solicitation of meaningful participant input and/or feedback and a demonstrated willingness to act on this information;
  - ii. The level of participation, reported by age, gender, and residence of the participants, in the various programs, events, and other activities associated with the \_\_\_\_\_;
  - iii. The level of increased visitation to the Los Alamos area as a result of the contractor's events, programs, and services, if applicable;
  - iv. The level and results of Contractor's collaboration and coordination of effort with other community service providers;
  - v. A description of any applications for grants or solicitations for other funding sources related to the scope of work and the status of the applications or solicitation efforts;
  - vi. A description of the Contractor's efforts to market/advertise events, programs and services;
  - vii. A summary description of the use of County funding to support Contractor's efforts to provide scholarships and/or to make \_\_\_\_\_ classes affordable to lower income participants.

Contractor shall furnish these reports to County within thirty (30) days after the end of each reporting period.

**FINANCIAL INFORMATION (report on LAC direct funding only)**

Is Annual Financial Review Attached? Yes  No

If yes, date of report:

<b>Type of Expense</b>	<b>Q1 (July-Sept)</b>	<b>Q2 (Oct-Dec)</b>	<b>Q3 (Jan-Mar)</b>	<b>Q4 (Apr-June)</b>
Personnel	\$945.00			
Supplies	\$190.00			
Event/Program	\$1252.00			
Media	\$145.00			
Misc. Expense				
<b>TOTAL</b>	<b>\$2532.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**PROGRAMMING/SERVICES INFORMATION**

List Programs (targeted for all ages)	# participants	# residents	# non-residents	# providing feedback	# rating experience good or excellent
Chalk Walk	11 active/15 visiting Oobleck demonstration	8/unknown	3/unknown	5/10	4/10
Missoula Children's Theatre Performance	166	Approximately 150	Approximately 16	15	12
Brown Bag 8/21	30	Unknown	Unknown	10	8
Brown Bag 9/4	52	Unknown	Unknown	10 in person/11 on a survey	10

List Programs (adults only)	# participants	# residents	# non-residents	# providing feedback	# rating experience good or excellent

List Programs (children only)	# participants	# residents	# non-residents	# providing feedback	# rating experience good or excellent
Missoula Children's Theatre Rehearsals	52	48	4	20	18

**For the quarter, please report:**

# of people providing feedback\*\*\*: **71** # paid staff hours: **423.25** (Two Paid Staff)

# rating experience as good or excellent\*\*: **52** # volunteer hours: **19**

\*\*Include number already reported under programs in addition to any other feedback contractor may have received

**PLEASE ATTACH QUARTERLY REPORT INFORMATION ADDRESSING DELIVERABLE IN SECTION B ABOVE**

**Deliverables:**

**Chalk Walk:** Los Alamos Arts Council worked with Los Alamos MainStreet and Fuller Lodge Art Center to present the Chalk Walk this year. LAAC had squares of sidewalk that were “sold” to participants for \$5.00 a piece, as well as chalk. Working with FLAC this year, LAAC also had a display in the Art Center Classrooms of Oobleck on a speaker. Visitors could go upstairs and see how the non-Newtonian fluid behaved when subjected to different sound waves, incorporating art/music with science.

Chalk Walk Prizes: \$30.00      Admin: \$105.00  
Registration Fees: \$45.00      Chalk Sales: \$57.00      Bal: **-\$33.00**  
Volunteer Hours: 3      Unique Patrons: 11 Chalk Walk Participants, 15 Oobleck Viewers

**B.i:** LAAC chatted with Chalk Walk Participants about their artwork, and what made them decide to participate. Most felt it was just a fun idea. LAAC had some participants who had come to the event in previous years, who generally come to draw every year. The visitors who came to see the Oobleck enjoyed the display, and wanted to play with it. LAAC took this information and made a batch of Oobleck to have on the information table. More people came up to play with the Oobleck, but generally stopped at the table and did not go up to see it react to sound waves.

**B.ii:** Eleven squares of sidewalk were “sold” for the chalk walk. Three were to participants between 8 and 12 years old, four were to Adults, and four were to family groups. The family groups had varying ages, with some participants as young as 7, and some were older. One individual was from Santa Fe, and one family group was from Edgewood. LAAC had about 15 people come up to the Fuller Lodge Art Center classroom to see the Oobleck display. Everyone who went up was impressed with the demonstration. The groups that looked at the Oobleck were mostly families, with children ranging from five to teens.

**B.iii:** This event is presented in conjunction with Los Alamos MainStreet for ScienceFest. Los Alamos Arts Council presents the Chalk Walk to have a presence at the event, and LAAC encourages all participants to draw something that fits within the ScienceFest theme, but it is not a large part of the event. While there are many new visitors for ScienceFest, they did not come for the Chalk Walk or Oobleck events.

**B.iv:** LAAC worked with MainStreet and the Creative District to find an appropriate space for the Chalk Walk. Fuller Lodge Art Center and Los Alamos Arts Council Staff worked together to create the Oobleck and FLAC staff helped “sell” sidewalk squares and give demonstrations of the Oobleck and soundwaves.

**B.v:** LAAC did not apply for additional grants for this event.

**B.vi:** LAAC worked with MainStreet to provide information about the Chalk Walk. The information for the event was available on the LAAC Website.

**B.vii:** No scholarships or classes were provided at this event. Squares for the Chalk Walk were only \$5.00, and the Oobleck demonstrations were free to the public.

**Missoula Children’s Theatre:** Missoula Children’s Theatre has been coming to Los Alamos County for over 30 years. A pair of Tour Directors arrive from Missoula Montana to present a full length (approximately one and a half hours) musical performance. Members of the community are invited to audition in the production, and rehearse for a week before the performance on Saturday. Two Workshops are also offered free to the cast and community members.

Artist Fee: \$3800.00      Hall Rental: \$700.00      Artist Lodging: \$2320.78      Admin: \$709.00  
Registration Fees: \$1695.00      Ticket Sales: \$1322.80      Grants/Sponsorship: \$1200.00      Bal: **-\$3311.98**  
Volunteer Hours: 12      Unique Patrons: 52 performers, 166 attendees

**B.i:** The Executive Director was available at the performance space every day to speak with the participants and parents regarding their experience. No surveys were sent to participants this year. The Arts Council Board Members and Executive Director were available before and after the performance to hear the public's response to the event.

**B.ii:** There were 52 participants in Missoula Children's Theatre this year. 34 female, 18 male. The ages are:

6 year olds- 4  
7 years old- 9  
8 years old- 5  
9 years old- 9  
10 years old- 7  
11 years old- 6  
12 years old- 6  
13 years old- 6

Of the 52 participants, 48 live in Los Alamos County, 2 live in Jemez Springs, and 2 live in Espanola. 166 people came to the performance on Saturday. Approximately 150 of them live in Los Alamos, and 16 live outside of Los Alamos

**B.iii:** The participants who live outside of the Los Alamos Community have parents/family members who work in Los Alamos. LAAC saw more people traveling from outside of Los Alamos (Santa Fe, Jemez Springs, and Espanola) for the performance to support the participant in the show.

**B.iv:** LAAC worked with Crossroads Bible Church to put on the performance. Crossroads rented the space to LAAC for the daily rehearsals, as well as the workshops and performance.

**B.v:** LAAC received a \$500.00 grant from New Mexico Children's Foundation for the event, as well as a Business Sponsorship from New Mexico Bank and Trust of \$700.00 for the event.

**B.vi:** The event was advertised through LA Daily Post and The Los Alamos Monitor for Auditions and the Performance. There was also a small Facebook campaign. LAAC's Executive Director did a radio interview with KRSN before auditions, and the two tour directors and several cast members did an interview with KRSN before the performance.

**B.vii:** Due to the additional support from New Mexico Children's Foundation and NM Bank and Trust, LAAC was able to offer scholarships for participants. No scholarships were applied for or awarded.

**Brown Bag Presentation: Juanita Madland, August 21**

Honorarium: \$100.00    Donations: \$22.00    Admin: \$30.00    Bal: \$1388.62  
Volunteer Hours: 2    Unique Patrons: 30

**B.i:** Several people approached the LAAC Executive Director and volunteer to talk about this event. They enjoyed the performance, but stated that there was not enough advertising for the event. The LAAC Executive Director took this information to the board and began to work on an official survey to garner more information about how audience members hear about the Brown Bag Series. All comments received about the performance were full of praise, and the event was well liked.

**B.ii:** The Brown Bag performances are presented as an Open House, for members of the community to come and enjoy a performance. We do not collect demographics of residence, age, or gender.

**B.iii:** As LAAC does not collect much information regarding the visitors of the performances, it is difficult to determine how many visitors came from out of town for the event. No visitors reported to the Executive Director or the Volunteer that they were from out of town.

**B.iv:** We work with the Fuller Lodge Staff to present the Brown Bag Performances

**B.v:** No applications for grants were made for this series. There is a donor who has provided funds for two years to provide performers an honorarium. Donations are gladly accepted for the Brown Bag Performances. This performance received \$22.00 in donations.

**B.vi:** This event was publicized by a press release to LA Daily Post, the Monitor and KRSN. There were also yard signs placed in several locations in the community.

**B.vii:** No Scholarship is offered for this program. It is a free event to the community.

**Brown Bag Presentation: Black Mesa Brass Quintet, Sept. 4**

Honorarium: \$100.00	Donations: \$103.00	Admin: \$30.00	Bal: \$1361.62
Volunteer Hours: 2	Unique Patrons: 52		

**B.i:** LAAC presented a short survey to for members of the community to complete, asking how they heard about the performance. 11 people responded to the survey. One member of the community wrote a letter to LAAC which was returned with her survey. She was very upset that there were not more patrons of the past two performances. LAAC's Executive Director has taken steps to have better and earlier information to be printed in the papers, as well as earlier information to be posted on Facebook and Instagram regarding the Brown Bag series. Many patrons who attended the Brown Bag took the time to inform the LAAC Executive Director and Volunteer that they enjoyed the performance.

**B.ii:** The Brown Bag performances are presented as an Open House, for members of the community to come and enjoy a performance. We do not collect demographics of residence, age, or gender.

**B.iii:** As LAAC does not collect much information regarding the visitors of the performances, it is difficult to determine how many visitors came from out of town for the event. Some visitors were from out of town, as many of the performers live or work outside of Los Alamos, but LAAC does not have information to say how many.

**B.iv:** We work with the Fuller Lodge Staff to present the Brown Bag Performances

**B.v:** No applications for grants were made for this series. There is a donor who has provided funds for two years to provide performers an honorarium. Donations are gladly accepted for the Brown Bag Performances. This performance received \$103.00 in donations.

**B.vi:** This event was publicized by a press release to LA Daily Post, the Monitor and KRSN. There were also yard signs placed in several locations in the community. LAAC also advertised the event on Facebook and Instagram.

**B.vii:** No Scholarship is offered for this program. It is a free event to the community.

**Other information you want to share:**

Collaborations Organized by LAAC

Meeting Dates

**Arts Forum Meetings**

July 8, Aug. 12, Sept. 9

Work on the scheduling of the 2018 Evening of Arts and Culture, coordinate with the County regarding advertising for the event, working on the booklet to be distributed to the community, as well as information to be distributed on the day of the event.

In addition to the public concerts and community programs that we produce, we maintain membership. Each member received a monthly preview in September. The quarterly newsletter was not yet published. Many of our members are donors beyond membership dues.

Again, Missoula Children’s Theatre did not pay for itself this year. We are looking for additional grant funding to continue to produce the event for many years to come.

Many of the hours worked in the First Quarter were in preparation for the Pumpkin Carving Event and the Pumpkin Glow. LAAC is attempting to break the World Record of “Most People Carving Pumpkins Simultaneously.” We have been working with Los Alamos MainStreet and Creative District, Los Alamos County, and a number of local businesses to present the event.

**# Participants served through Arts Council Programs per Quarter:**

378 directly, indirectly- 1204 people visited the website. Over 30,000 people were reached by our Facebook Posts. This quarter we started an Instagram account, and had . We have a window display in Fuller Lodge, as well as a pottery display of objects made from 12 of the local New Mexico Pueblos. An estimated 500 would have seen our ads in the newspapers and online advertising

**Photos of Events:**

**Chalk Walk:**



**Black Mesa Brass Quintet Brown Bag:**





Missoula:

