



Meeting Minutes - Final

SECA Commission

Wednesday, September 20, 2023

6:00 PM

Meeting Room A&B

A. CALL TO ORDER:

Chairwoman Brodhead called the meeting to order at 6:02 p.m.

B. ROLL CALL:

Present 8 - Vasavi Chakka, Nancy Chen, Natalia Dagenhart, Rich Gannon, Allison Longenbaugh, Tom Miers, David Scriven-Young, and Arthur Zards
Absent 2 - Judith Brodhead, and Shannon Greene Robb

Staff present: Dawn Portner, Special Events Coordinator

Commissioners Chakka and Dagenhart entered the meeting at 6:06 p.m.

C. PUBLIC FORUM:

No speakers for Public Forum

D. OLD BUSINESS:

1. Approve the SECA Commission meeting minutes of August 16, 2023

Commissioner Gannon made a motion, seconded by Commissioner Shrivani-Young to approve the SECA Commission meeting minutes of August 16, 2023. The motion carried with the following vote:

Aye: 7 - Chakka, Chen, Dagenhart, Gannon, Longenbaugh, Miers, Scriven-Young, and Zards

Absent: 1 - Brodhead, and Greene Robb

2. Discuss developing an informational workshop for SECA Grant Fund applicants and direct staff accordingly

Commissioner Zards discussed his vision for a one-day informational seminar for current and potential SECA applicants/award recipients. Proposed seminar topics may include, but not be limited to SECA 101, how to obtain sponsorships, low-budget marketing strategies, grant writing, and how to find vendors.

By consensus, the Commission directed staff to survey current SECA

applicants for additional ideas and topics and to bring results to an upcoming meeting.

Commissioners Zards and Greene Robb volunteered to develop the seminar and Commissioners Chen and Chakka volunteered to create a marketing plan.

3. Approve the recommendation to engage the Exploratory Task Force for the purpose of developing strategic steps to grow the Community Arts Program

Portner recommended the Commission reengage with members of the 2021-2022 Exploratory Task Force (ETF) in order to review the status of Community Arts Program, discuss projects and lessons learned since 2022, research municipal art program best practices, and recommend appropriate and manageable next steps to grow the Naperville program.

Commissioners Greene Robb and Gannon volunteered to serve on the ETF as SECA Commission representatives.

By consensus, the Commission directed staff to reengage the ETF and report back at an upcoming meeting.

E. NEW BUSINESS:

Portner reminded the Commission that the October 18, 2023 meeting is canceled.

Portner updated the Commission that the CY24 SECA funding is \$1,019,272 for City Obligations and \$1,048,711 for Discretionary funding. She stated that the City Council will vote on the City Obligations amount at its October 17, 2023 meeting.

Portner explained that based on the number of CY24 Special Event applications, as well as contractual increases and additional services needed for safety, City Services will increase by 14%.

F. ADJOURNMENT:

Commissioner Gannon made a motion, seconded by Commissioner Zards to adjourn the SECA Commission meeting at 7:03 p.m. The motion carried by the following vote:

Aye: 7 - Chakka, Chen, Dagenhart, Gannon, Longenbaugh, Miers, Scriven-Young, and Zards

Absent: 1 - Brodhead, and Greene Robb

/S/ Dawn Portner
Dawn Portner
Special Events Coordinator