

City of Naperville

*400 S. Eagle Street
Naperville, IL 60540*



Naperville

Meeting Minutes - Draft

Wednesday, February 21, 2024

6:00 PM

NEU

SECA Commission

A. CALL TO ORDER:

Chairman Brodhead was not in attendance. Commissioner Gannon called the meeting to order at 6:03 PM.

B. ROLL CALL:

Present 8 - Natalia Dagenhart, Rich Gannon, Allison Longenbaugh, Tom Miers, Kader Sakkaria, David Scriven-Young, Lai So, and Arthur Zards

Excused 1 - Judith Brodhead

Absent 3 - Vasavi Chakka, Nancy Chen, and Shannon Greene Robb

Also present: Miranda Barfuss, Community Grants Coordinator; Devina Das, Student Representative

Commissioner Dagenhart joined the meeting at 6:07 PM.

Commissioner Scriven-Young made a motion to allow Commissioners Sakkaria and Miers to join the meeting by phone, seconded by Zards. The motion was approved by unanimous voice vote.

C. PUBLIC FORUM:

None

D. OLD BUSINESS:

1. Approve the SECA Commission meeting minutes of January 17, 2024

Attachments: [SECA Commission Meeting Minutes DRAFT 01-17-24](#)

Commissioner So made a motion to approve the SECA Commission meeting minutes of January 17, 2024, seconded by Zards. The motion was approved and carried by the following vote:

Aye: 6 - Dagenhart, Gannon, Longenbaugh, Sakkaria, Scriven-Young, So, and Zards

Absent: 3 - Chakka, Chen, and Greene Robb

Abstain: 1 - Miers

E. NEW BUSINESS:

1. Receive an update on the resolution eliminating the individual City Council funding recommendation portion of the SECA grant process

Barfuss reported that the City Council passed a resolution on February 20, 2024

eliminating the City Council individual funding recommendation component of the SECA Grant Fund Program. The SECA unified recommendation will still be approved by City Council but they will no longer review applications or individually recommend funding prior to approval. The CY24 SECA unified recommendation is slated for approval at the March 5, 2024 City Council meeting.

2. Revise the CY24 unified funding recommendation due to the cancelation of a community arts initiative

Barfuss reported that North Central College removed their application for Celebrating 50 Years of Collaborating in Concert which had been awarded \$24,900. The funding can now be reallocated. She went on to say that Commissioner Chen recommended allocating \$4,300 of these funds to Richard Lo's project, bringing his allocation up to his total requested amount of \$30,000 and did not have a recommendation for the remainder. Commissioners Miers and Greene Robb also recommended allocating \$4,300 to Richard Lo and putting the remainder of \$20,600 in the set-aside public art funds.

Commissioners discussed needing a plan for using the set-aside public art funds, how to encourage applications for public art, the merits of awarding additional funding to several projects, the necessity of revising the unified recommendation expeditiously for approval by City Council and focusing the next meeting on discussing public art.

Commissioner Zards made a motion to allocate \$4,300 to Richard Lo and to divide the remainder of \$20,600 evenly to all other applicants who are not already fully funded up to their request, seconded by Dagenhart. The motion was approved and carried by the following vote:

Aye: 7 - Dagenhart, Gannon, Longenbaugh, Miers, Sakkaria, Scriven-Young, So, and Zards

Absent: 3 - Chakka, Chen, and Greene Robb

3. Review draft CY25 Application Timeline and reach consensus on mandatory workshop scheduling and content

Attachments: [CY25 SECA Timeline - DRAFT](#)

Barfuss reviewed that at the last meeting the Commission decided to fold components of the SECA bootcamp into the SECA Applicant Mandatory workshops at the outset of next year's cycle. Commissioners discussed resuming in-person mandatory meetings, boosting the marketing of the meetings, and providing additional content to attendees including breakout networking discussions.

Barfuss presented the draft CY25 Application Timeline for approval. It proposes two in-person SECA Application Workshops, one in the daytime and one in the evening. The first hour will be mandatory providing a review of the SECA application process, guidelines and restrictions and the second hour will be the optional breakout networking discussions with commissioners and local subject

matter experts on sponsorships, marketing, grant writing and/or other areas to be determined by the Commission. In accordance with the open meetings act, no more than three commissioners may be in attendance at one time at the mandatory meetings. The application open and close period of one month remains the same and the public meeting with applicants is retained, although the format may change to allow more time for Commissioners to compare notes and discuss applications with each other before making recommendations.

Commissioner Dagenhart made a motion to approve the CY25 Application Timeline, seconded by So. The motion was approved and carried by the following vote:

F. ADJOURNMENT:

Commissioner Scriven-Young made a motion to adjourn the SECA Commission meeting of February 21, 2024 at 6:59 PM, seconded by Zards. The motion was approved by unanimous voice vote.

/S/ Miranda Barfuss
Miranda Barfuss
Community Grants Coordinator