

**Agenda Summary**  
**April 24, 2024**

**Agenda Item A-3**

**Arts & Culture Council Charge Statement – Terms**

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**Summary:** Attached is an amended charge statement for the Stowe Arts & Culture Council, per your request to transition the Town of Stowe standing committees with one-year terms to staggered three-year terms.

**Town Plan Impact:** N/A

**Fiscal Impact:** N/A

**Recommendation:** Move to approve the updated the Arts & Culture Council charge to reflect proposed changes.

# Town of Stowe Selectboard

## Stowe Arts & Culture Council Charge

**Purpose:** To establish and promote Stowe as an arts and culture destination for quality of life and for economic development purposes.

**Objectives:**

1. To represent and advocate for the needs and desires of arts and culture nonprofit and for-profit organizations in Stowe.
2. To seek collaboration with the public, schools, municipality, and business community to further their goals through arts and cultural activities.
3. To explore and promote ways to address cultural, social, and environmental issues through arts education and integration.
4. To advise and participate in integration of arts and culture in town planning decisions including the Selectboard, Planning Commission, and other municipal bodies.
5. To encourage commitment to diversity, equity, and inclusion across all sectors of the community.

**Council:** The Council will be comprised of up to ten members ~~annually~~ appointed by the Selectboard. Appointees to the Arts and Culture Council shall normally serve a term not to exceed three years, provided, however, that persons appointed to fill a vacancy shall serve out the remainder of the term. Appointees shall serve at the will and pleasure of the Selectboard and may be removed at any time upon written notice.

-The members do not have to be Stowe residents or taxpayers but should have a demonstrated interest in advancing the arts and/or represent an arts or culture organization that serves the Town of Stowe. Seats shall be reserved for The Current, Stowe Performing Arts Center, Spruce Peak Performing Arts Center, ~~and~~ the Stowe Historical Society, and the Stowe Area Association. A seat shall also be reserved for ~~the Stowe Area Association and~~ a student representative, appointed annually for the school year. In addition, there shall be four seats at-large. The representatives from these named organizations shall be recommended by their respective boards and subject to appointment by the Selectboard. In accordance with the Stowe Town Charter, the Town Manager is an ex-officio member of all standing committees and shall have the right to attend and participate in all meetings but may not vote.

**Ethics Policy:** All Council members shall be required to sign an acknowledgement form indicating that they have read and understand Stowe's Ethics Policy.

**Meetings:** All meetings are subject to the Vermont Open Meeting Law. As such, the meetings shall be warned, open to the public and press, and minutes shall be taken. Copies of all minutes shall be provided to the Manager's Executive Assistant or his/ her designee for distribution to the Stowe -Selectboard or others that may request them.

**Staffing:** The Town Manager or his/ her designee shall provide staff support.

**Municipal Budget:** The Town will earmark \$2,000 out of its administrative contingency line item FY'21 (6/30/20- 7/1/21). Future appropriations shall be considered by the Selectboard during the annual budget development process and are subject to voter approval. This money may be used for, but is not limited to, promotion/ marketing, legal ads, research and incidentals that may be necessary to assist the Stowe Arts & Culture Council in their mission. All expenditures shall be done through the municipal staff assigned to the Committee in accordance with Stowe's Purchasing Policy. Any stipend for SACC representative(s) must be separately approved by the Stowe Selectboard.

**Grants:** The Stowe Arts & Culture Council may apply for grants, under the Town of Stowe, in accordance with Stowe's Purchasing Policy. The Selectboard must approve any grant that requires a financial match beyond what has been pre-approved in the Stowe Arts & Culture Council budget or otherwise commits the Town of Stowe to a long-term obligation beyond one year. The Town Manager may approve any grant that is within the pre-approved budget appropriation, that doesn't require a match or obligate the Town of Stowe beyond one year.

**Donations:** The Town Treasurer may accept donations to be separately accounted from other municipal funds. Any active solicitation of donations, earmarking of them for a specific purpose, or expenditure of donations shall be for lawful purposes with the approval of the Stowe Arts & Culture Council and the Selectboard. All expenditures shall be made in accordance with the Stowe Purchasing Policy and must be approved for payment by the Town Manager or his/ her designee staffing the Stowe Arts & Culture Council. Any donations that remain if the Stowe Arts & Culture Council is disbanded will be spent subject to Selectboard approval on arts and cultural activities in the Town of Stowe.