**PAR Partner Conference Call**

**Thursday, March 7, 2019**

**3:00-4:15 PM ET**

**Summary Notes**

**Attending:**

Mary Eileen Fouratt, New Jersey State Council on the Arts

Stephanie Atkins, NPN

Susie Surkamer, SouthArts/NCAPER

Mollie Quinlan-Hayes, SouthArts/NCAPER

Holly Witchey, ICA

Laura Hortz-Stanton, CCAHA

Samantha Forsko, Conservation Center for Art & Historic Artifacts

Colin Turner, Midwest Art Conservation Center

Ann-Marie Willer, NEDCC

Tom Clareson, LYRASIS

Steve Eberhardt, LYRASIS

Janet Newcomb, LYRASIS/NCAPER

Alicia Johnson, LYRASIS

**Not Attending:**

Julie Page, Project Consultant

**Priority Project Components -- Discussion**

*Training Webinars and Classes*

Steve Eberhart reported there were five webinars scheduled in February; one was canceled. Two virtual feedback sessions were held in early March with good attendance. Additional scheduling for April and May webinars is underway. Tom Clareson shared that registration and attendance are usually low in the summer vs. winter attendance, therefore, no scheduling of webinars between June-September 2019. There will be promotional marketing for the recorded webinars during the summer.

Live/Face-to-face workshops—there will be two Introductory sessions in Erie, Pennsylvania in April 2019 as part of the NW Pennsylvania AFR existing networking grant. There are possibilities for an Artist-focused Emergency Response workshop in conjunction with PAR and CERF+ in the U.S. Virgin Islands between April-May 2019. FEMA Puerto Rico has requested a combination of the Artists and introduction Emergency Preparedness sessions in early May 2019. Potential introductory and/or other workshops with the California Arts Council are in discussion. There is funding for co-teaching opportunities for workshops per Sandy Nyberg, Grants Officer. Please forward requests for webinars or live sessions to Tom Clareson.

*Conference Presentations- Early 2019*

Jan Newcomb prepared an updated March 2019 conference calendar which was sent to the group in advance of the conference call. Jan reported that two conference organizations, Dance USA and AFTA, require a nonhomogeneous panel of speakers. AFTA’s conference proposal will be resubmitted with the online tool focus being somewhat downplayed. Not all conference proposals have been accepted yet. An update will be provided prior to the in-person Steering Committee meeting.

New this year is the TomTom Festival in Charlottesville, VA which Jan will be attending in April. Tom and Jan presented at the Folk Alliance International Conference in Montreal in February 2019 where the PAR program, Focus Group, and booth were all well attended. There is a possibility of attendance next year and working with regionals there. NEDCC’s online tool conference presentations at non-arts conferences will be tracked on the conference spreadsheet. Tom will forward a report on the virtual feedback sessions and other conference data, trends and highlights prior to the in-person Steering Committee meeting.

**Action:** Ann-Marie Willer will forward a list of non-arts conference online tool presentations to Tom and Jan

**Action:** Tom Clareson will forward virtual feedback report to the Steering Committee

*Circuit Riders*

The Circuit Riders conference call is scheduled for March 8th. Tom Clareson will discuss development of the quarterly Circuit Rider report that will cover the most recent period of November 2018 through February 2019, focusing on Circuit Riders activities. Tom will forward this report prior to the in-person Steering Committee meeting later this month. The Circuit Riders will also attend the in-person Steering Committee meeting later in the month.

**Action:** Tom Clareson will forward Circuit Rider Quarterly activities report to the Steering Committee

*Sub-Grants*

Steve Eberhardt is monitoring all the sub-grants. We are moving into the final stages of round one and beginning stages for the round two planning grants. There is one additional existing network grant which Denver is interested in submitting, and they plan to turn in a proposal in March-April 2019.

*New Network and Network Expansion Grants – Status*

Updates were received from all the first-round Emergency Preparedness grants except for two: 1) Opera Creole is late in sending their updates. 2) The Columbus Arts Council delay was due to a series of issues there. Steve was finally able to contact someone and get information. The Columbus Arts Council has requested an extension for their project. Per Sandy Nyberg, Grants Officer, extensions for some of the planning grants can exceed the 9-month period. New Orleans networking grant is completed, and a final report has been received. Final reports will be added to the PAR website with potential highlights of the projects.

*Project Website Status and Mailing Lists*

Steve Eberhardt is in the process of adding material to the website and social media. A report from the Event Safety Alliance will be added with photos and illustrations. There is interest from people wanting to write new articles for the site. As you hear of interest, or are interested in developing articles, please let Tom know. There are funds available for development of these articles. Julie Page, formerly of WESTPAS, is working in a consulting role with PAR on strategies for the workshops, webinars and website content. Active Shooter training workshops are available for free through some state Homeland Security Departments, and PAR will publicize that information in the future.

*Tools Projects – Update on ArtsReady/dPlan Tool Status*

Ann-Marie Willer, NEDCC is replacing Frances Harrell on the PAR Tool team. Mollie Quinlan-Hayes reported that all is going well and finalizing the Tools project paperwork is on the horizon. The software developer has put together a sprint plan on their processes for the tool. Mollie had productive conversations that included Julie Martin of NEDCC concerning marketing and communications plan for the roll-out phase of the tool. Meg Blum of LYRASIS is included in the grant for marketing and promotional development. Beta versions will be available for the Steering Committee and for the field testing to start in June 2019.

**Steering Committee Plans**

Hotel reservations have been made and LYRASIS/PAR staff is currently working on dinner arrangements for Wednesday and Thursday, March 27 and 28th. Tom Clareson will develop the agenda and forward to attendees by March 18th or 19th. The main focus of the meeting is what is needed as part of the next grant. Topics for the onsite meeting will include: updates on aspects from the current grant, (continue or discontinue, expand and why); and the status of the PAR planning grants.

**Other Updates and Opportunities**

Other opportunities for discussion related to the new PAR grant can include:

* Music and Performance Festival support
* University of Kentucky arts management program and other arts management degree programs
* extending outreach internationally
* online tool rollout integrated into workshops/national push
* conversations on NCAPER’s work and the intertwining of PAR and NCAPER activities.

Please send additional topics for discussions to Tom, Jan or Steve.