

## **June 2, 2022 Board Meeting Minutes**

The Board of Directors met at 3:00 PM on Thursday, June 2, 2022 and convened in person at the Koppers Building Conference Center. Present were Board Members: Ms. Dusty Kirk (Chair), Ms. Jackie Dixon, Ms. Sylvia Fields, Mr. Daniel Griffin, Dr. Kendra Ross, Mr. Tony Ross (via phone) and Dr. Daniel Rosen. Chief Counsel Mr. James Norris, Executive Director Mr. Rich Hudic, staff, and members of the public. Notice of the meeting was published in accordance with the Sunshine Act and By-laws. The agenda for the meeting was posted on the District website.

Ms. Kirk welcomed new board member, Dr. Kendra Ross, to the RAD Board and recognized any advisory board members in the audience and thanked them for their volunteer service. Then she asked for a moment of silence for those lost to violence recently.

### **Public Comment**

The Chair opened the meeting for public comment and welcomed Andrew Medlar, President and Director of Carnegie Library of Pittsburgh. Mr. Medlar expressed gratitude for RAD's role in funding the libraries. He introduced himself and briefly shared some of his background at New York City Public Library. Mr. Medlar noted how strong the libraries are in Allegheny County and thanked RAD for its support.

### **Minutes**

The first item on the agenda was consideration of the minutes of the meeting of February 16, 2022. As there were no additions or corrections, Ms. Dixon moved for approval and Mr. Ross seconded. The motion was unanimously approved.

### **Treasurer's Report**

The Chair called on Ms. Fields to submit the treasurer's report:

Board Members:

I am pleased to submit the following report on RAD's financial position. Year to date sales tax revenue through May is \$49.9 million, which is 12.3% higher than 2021 year to date revenue of \$44.4 million. The Allocations Committee has reviewed these trends and will report later on the full implementation of the 2022 budget.

The District has distributed \$39.2 million in 2022 grants through May, including \$760,519 in prior year capital, project, and RADical imPAct payments. In addition to monthly payments to contractual assets, the first quarterly payments to large annual grantees have been released, and funding to all other assets will be paid later in June.

We remain on budget on the administrative side at this time.

Submitted by

Sylvia Fields  
Treasurer

Ms. Dixon asked for clarification about the \$39.2 million distribution. Mr. Hudic stated that this is an accurate figure for year-to-date distributions. Mr. Griffin asked about the 12.3% increase over 2021. Mr. Hudic clarified that 2021 is our current baseline, and 2020 would not be a good baseline because of the onset of the pandemic. Mr. Griffin asked about 2019 comparison. Mr. Hudic said that 2022 is well above 2019. Ms. Dixon asked about the buying habits of the public. Mr. Hudic answered that inflation plays a role as the public continues to purchase taxable goods. At some point this will change to non-taxable goods and services. It is difficult to predict.

### **Audit Committee Report**

Ms. Kirk read the Audit Committee report.

Board Members:

The Audit Committee met on April 26, 2022 with the District's independent auditors. A representative from the County Controller's office and RAD staff were also present. We are pleased to present the following report to the Board.

#### **2021 Audit**

Brian Chruscial, CPA, and Partner with Zelenkofske Axelrod presented a detailed report of the District's 2021 Audit. Mr. Chruscial offered an unmodified opinion stating there were no disagreements with management and no internal control deficiencies. The District is in full compliance with current standards for presentation of financial statements by government entities. Board members will receive a hard copy of the 2021 audit in the mail and it is available for public inspection in the RAD office and posted on the District's web site.

#### **Audit Services**

The audit committee reviewed Zelenkofske Axelrod's proposal for audit services for the next three years. The fee proposed includes a flat charge for the District Audit as follows: 2022 audit - \$10,600; 2023 audit - \$10,900 and 2024 audit - \$11,200. The committee recommends continuing services with Zelenkofske Axelrod.

Submitted by  
Dusty Kirk and Tony Ross  
Audit Committee

Ms. Kirk asked for a motion to approve the continuation of services with Zelenkofske Axelrod. Mr. Ross moved. Ms. Fields seconded. All approved.

### **Allocations Committee Report**

Mr. Griffin gave the Allocations Committee Report.

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Board Members:

Our committee has reviewed the status of the 2022 budget as well as the proposed guidelines for the 2023 budget. Based on our review, we offer the following report and recommendations.

Under provision of Act 77 and the agreements with the contractual assets, the District is required to examine its revenue mid-year to determine if it will meet budget projections. As the Treasurer's report stated, the District's revenue is ahead of current budget projections and well ahead of actual revenue received during the same period last year. Based on the information we have to date, we recommend the District's full implementation of the 2022 budget as it was adopted last November.

Looking ahead, the committee reviewed RADs application eligibility and program guidelines and recommend several enhancements that require applicants to provide additional information on leasing and more detail on attendance.

We are also recommending that the discretionary capital grant program remain open for 2023 and note that the District's ability to fund projects is always dependent on revenue resources. Like last year, we recommend that an emphasis be placed on shovel ready projects and that financial support from other sources will be taken into consideration during evaluation. We also recommend that an organization's ability to sustain the project long-term be used during evaluation. RAD staff will provide additional analysis on any capital requests received.

The committee recommends that we continue to use our volunteer advisory board members to evaluate a select group of applicants.

Applications will be due July 11 and budget hearings will be scheduled for mid-to-late August through early September. The Board is tentatively scheduled to meet on September 29th to release a preliminary budget with a follow up public hearing scheduled for October 27th.

The committee believes that the recommended 2023 program emphasize the Board's goal to preserve a group of quality, well-managed, diverse and inclusive regional assets. We look forward to working with the Board and applicants during the coming months and move the adoption of the recommendations outlined in this report.

Submitted by the Allocations Committee,  
Jackie Dixon, Dan Griffin, Tony Ross

Mr. Griffin added clarification about capital funding and the importance of sustainability of projects and long-term lease lengths. Dr. Rosen asked for clarification about defining lease lengths. Mr. Griffin stated that this depends on the individual project and the asset situation and that useful life will be taken into consideration during the deliberations.

Ms. Kirk asked for a motion. Dr. Ross moved. Mr. Ross seconded. All approved.

### **Library Committee Report**

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Ms. Fields gave the Library Committee Report.

Board Members:

On March 31st, the Library Committee convened to discuss an exciting new grant opportunity and progress on Shared Services in the libraries. The Regional Asset District, with its staff and Board, has rightfully supported public libraries for over 27 years by providing them reliable and significant funding and additional resources. In order for RAD to be strong stewards of taxpayer funds, the law provides for us to be engaged directly with regional assets, such as the libraries, and assure their efficient and effective operation and development.

A recent study indicates that library directors and their staff are oftentimes consumed by administrative duties that may prevent them from investing more time and energy in patron-facing programming and community engagement. As a result of this research, RAD advocated for a collaborative partnership with the Allegheny County Library Association (ACLA) and the Carnegie Library of Pittsburgh to design and launch a Shared Services plan. This plan provides much-needed administrative relief to libraries so they have more time to dedicate to quality programming for the communities they serve. Libraries of all sizes and from all areas of the County have signed up to participate in one or more of the Shared Services programs. We are encouraged to see this engagement by libraries in Shared Services and look forward to seeing all libraries enroll in these programs. We anticipate program participants will report measurable outcomes over time.

Furthering our commitment to libraries, RAD is emphasizing our focus, attention and resources toward those with the strongest need. Research suggests that libraries located in traditionally under-resourced communities are more likely to have less funding, smaller collections, smaller workforces, and shorter operating hours. These realities suggest that the communities that most need libraries may have less access to them.

Recently, RAD has approved the ACLA distribution formula that redirects more funding to libraries serving distressed communities. This has provided some relief. We greatly appreciate all the libraries who supported the formula change, including those who opted to forgo some of their own funding to support their partner libraries.

We believe we can do more!

Deeply appreciating the vital role of libraries in our region, RAD invites libraries that serve distressed communities to embrace transformative change. Few understand the hopes and needs of a community more so than its librarians. They are counselors, educators, advisors, researchers, caretakers, and friends of their communities. RAD wants to empower library visionaries by asking:

How can your library be a leader in your community's growth and vitality? Inside AND outside of your library's walls, what can you do to be change agents in your community? RAD wants to help turn the answers to these questions into realities.

RAD is in a position to make an additional significant, unprecedented investment in libraries that serve distressed communities. Therefore, the library committee is pleased to introduce the **Transformative Community Library Fund**, a fund of five million dollars available to distressed libraries over the next four years and recommend that our 2022 Budget be amended to include this funding opportunity. We believe this investment will continue to strengthen a library's connection to the community and increase equity for all.

We will be collecting applications for projects which expand programming, partnerships, planning, and more, into the communities for a transformative impact. RAD, alongside ACLA, will be working closely with eligible libraries to submit proposals over this period and be in communication throughout the implementation process to help these libraries foster success in their communities.

We look forward to working closely with our ACLA partners to ensure measured success.

Submitted by the Library Committee  
Dan Griffin, Dusty Kirk, and Sylvia Fields

Ms. Dixon applauded the committee for the \$5 million investment in the libraries. Ms. Kirk noted the importance of investing in these libraries and elevating them. Dr. Rosen asked for clarification about how it will be distributed over the four years. Ms. Kirk and Mr. Hudic noted that this will depend on the applications over the four years. The funds will remain in reserve in that time. Mr. Hudic added that this encourages quality over quantity. Dr. Fields said that there would be flexibility in the program to support quality projects. Mr. Griffin clarified that this is for eligible libraries only and that the application can be submitted any time over the course of the year. He added that planning could be part of the funding.

Ms. Kirk asked for a motion to approve the budget amendment. Ms. Dixon moved. Ms. Fields seconded. All approved.

### **Project Review Committee**

Dr. Rosen gave the Project Review Committee Report.

Board Members:

The Project Review Committee reviewed one proposal for an Accessibility & Inclusion Grant over the past quarter. The Children's Museum of Pittsburgh requested \$50,000 for the design and implementation of a raised line map of their campus and replacement of the existing sensory accommodations video. The project will take approximately 12 months to complete and will include people with disabilities and their families in the project's design and implementation from start to finish. This grant would cover 65% of total project costs, the remaining costs will be covered by internal funds.

These improvements will foster inclusion and lead to an overall welcoming experience for those with physical and cognitive challenges. The Committee recommends approval of this Accessibility and Inclusion grant.

Project Review Committee  
Danny Rosen and Sylvia Fields

Mr. Griffin asked about the raised line map and what it does. Dr. Rosen clarified that these maps are for individuals with visual impairments who can use touch to gain an understanding of the layout of the museum. Mr. Griffin moved to approve the grant. Dr. Rosen seconded. All approved.

### **Report of the Executive Director**

Ms. Kirk called on Mr. Hudic to submit his Executive Director's report.

#### **A. Carnegie Museum's Long-Term Plan Presentation**

Mr. Hudic introduced Dr. Steven Knapp of the Carnegie Museums to present Carnegie Museums' long-term plan. Dr. Knapp expressed gratitude to meet the RAD Board in person and others in the audience, particularly Andrew Medlar for potential partnerships with CLP. Dr. Knapp read the Museums' new mission statement: "To preserve and expand the resources of art and science as agents of personal growth and social advancement in Pittsburgh and beyond." He noted the new strategic direction of the Museums: (1) develop innovative ways of expanding programming and diversifying revenue to align with audiences' needs and interests in a sustainable way across all museums; (2) support staff and ensure they have avenues to share insights and resources to meet their goals; and (3) expand its mission and programs more powerfully and consistently beyond the walls of the museums.

He discussed the Museums' strategic direction in engaging all four museums' education departments that now work closely together. Digital access is a priority for each of the museums, including increased access to educational materials for public education and homeschooling. The Museums' Fabrication Laboratory is a traveling exhibit which helps give students the opportunity to work with 3D printing and laser cutting technology.

Appointment of Vice President for IDEA (Inclusivity, Diversity, Equity, and Accessibility) Gina Winstead of Vibrant Pittsburgh. Dr. Knapp noted that the museum is seeking to be more strategic in career development in the museums and to improve staff compensation, especially for staff in lower positions.

Dr. Knapp discussed community engagement and creative placemaking, such as in the North Shore. He gave a brief overview of activities in Oakland. He discussed efforts to expand access, particularly the Community Access Memberships for teens, families and nonprofit organizations. 7,500 teens signed up and 2,200 families signed up. 50 nonprofit organizations have signed up. Dr. Knapp also talked about the common internal discussion of turning museums inside out to connect with surrounding communities. Dr. Knapp talked about the 6 blocks in the North Shore to create the POP District by the Andy Warhol Museum to draw foot

traffic, draw sports fans, improve retail opportunities, and develop a building with a performance venue. This will complement the Cultural District across the river. Workforce development is a key feature of the plan, particularly for young people from communities of color. This can benefit individuals who do not wish to obtain a college degree. He also talked about similar placemaking projects at the Carnegie Science Center and Carnegie Mellon's new science center near the Carnegie Museum of Art.

Dr. Knapp briefly mentioned the importance of maintaining the facilities. He also talked about a rolling five-year financial planning process. They aim to have a \$60 million operating budget with a \$1 million surplus.

Ms. Kirk asked about the connection with Carnegie Mellon and how this will affect the art museum. Dr. Knapp talked about changing the façade of the buildings to be more inviting and improve wayfinding. He also talked about involving young people. He mentioned connecting with the Craig St. corridor. Ms. Kirk asked Dr. Knapp to clarify how they will be working with the Pittsburgh Cultural Trust to connect to the POP District and be supportive of each other. Dr. Knapp said that they will be working for cross-programming and flow across the Clemente Bridge. They will be thoughtful of pedestrian traffic, flow of vehicle traffic, and City Planning. The North Shore Science Center master plan is in early stages, but hopes to connect to the neighborhoods and other cultural organizations nearby in the North Side. Dr. Knapp added that he is on the board of the Pittsburgh Regional Alliance and is using that position strategically.

Ms. Dixon noted that she appreciated the presentation and what the Carnegie Museums is doing. Mr. Griffin applauded the membership access program. He asked about how families qualify and how the program is marketed. Dr. Knapp said through existing networks, social media, Pittsburgh Public Schools, etc. They do not verify public assistance status. Dr. Ross asked about credentialing for the workforce development in the North Side. Dr. Knapp said this is still in process and is including CCAC and a state-approved nonprofit. Dr. Ross asked about collaborations with local institutions. Dr. Knapp said yes, there will be synergy with other institutions, such as The Frick. They are trying to get smaller and larger arts and cultural organizations to partner together.

Ms. Kirk requested a motion to approve their long-term plan. Ms. Dixon moved. Dr. Ross seconded. All approved.

#### B. RADical ImPAct – Artwalk on the Allegheny

Mr. Hudic introduced Nick Gigante from the Pittsburgh Cultural Trust and Matt Galluzzo of Riverlife to update the board on the Artwalk on the Allegheny. Mr. Gigante introduced the project that goes from Point State Park to the Strip District. The project has deepened Pittsburgh Cultural Trust's relationship with Riverlife for Allegheny Riverfront Park.

Mr. Galluzzo gave the presentation. Riverfronts should be filled with amenities and attractions to inspire joy. These spaces are for all to enjoy. Riverlife worked with Artist in Residence, Cameron Nesbitt, to paint portraits of prominent Black Pittsburghers, such as Billy Porter, in the "Black Flowers" mural project. Mr. Galluzzo added that Festoon Lighting sponsored by

PNC will be installed. Mr. Gavin White of Riverlife introduced Invisible Ecologies, 42 bird houses and insect hotels, created by a Brooklyn-based architectural firm. All homes are made of natural materials and for local species, such as purple martens. Mr. White also introduced “The Gathering” and “The Hopper” elsewhere along the riverfront. The Hopper is still in process after COVID-related delays. They expect it to be completed in 12 months. A woman-owned business is being used to create the logo and signage for Artwalk on the Allegheny.

Mr. Galluzzo concluded that the Artwalk would activate riverfronts. He reiterated that the partnership with the Pittsburgh Cultural Trust has grown and deepened and expressed gratitude for RAD’s support.

Dr. Rosen asked if there is a website. Mr. Galluzzo said that yes, there is a QR code to communicate with the public. Mr. Griffin noted that our riverfronts are beautiful and thought additional lighting by the art pieces on the Riverwalk was a great idea.

#### C. RAD Operations

Mr. Hudic introduced RAD Communications Manager James Santelli. Mr. Hudic also added that he would share the annual report with the board by email.

#### D. Citizens Advisory Board

Ms. Dixon read the Citizen Advisory Board Report.

Board Members:

I am pleased to report on the annual spring meeting of our Citizens Advisory Board, which took place April 28th at the LAMP Library in Oakland. I had the opportunity to connect with many of our advisory board members in person for the first time in several years.

The advisory board received detailed updates on RAD activities and reports on sales tax revenue and budget expectations. They were welcomed by our host, Carnegie Library and learned about the activities at the Library and the services the LAMP Library provides. An update was provided on the “RAD Pass”, a 2019 ImPact grant that the advisory board recommended for funding. The Director of the LAMP Library gave a tour of the library and the services they provide.

Advisory board members were encouraged to engage in asset site visits and volunteer to serve during the annual hearing process as a panelist.

It was a great meeting and a wonderful opportunity to acknowledge and thank our advisory board members for their service and support of RAD.

Finally, I would like to recommend the appointment of Ryan Warsing to the Advisory Board. Ryan joined us for the spring meeting and is eager to be part of the team. He is an Associate at the Rocky Mountain Institute. His resume is included with your materials.



Respectfully submitted  
Jackie Dixon, Advisory Board Liaison

Mr. Griffin moved to add Ryan Warsing to the Advisory Board. Ms. Fields seconded. All approved.

### **Old/New Business**

#### **A. At Large Board Member Election**

Ms. Kirk reviewed the process for voting on at-large board member nominations. Ms. Kirk asked Dr. Rosen why he would like to remain on the board. Dr. Rosen discussed his role in social work and the improvement of Allegheny County residents' lives. For him, three things come to mind: diversity (RAD asking for numbers), inclusion (accessible and inclusive for all), and sustainability of assets. Ensuring that assets can survive and thrive after the pandemic. There is more work to be done.

Ms. Kirk asked Janine Jelks-Seale why she would like to be on the board. Ms. Jelks-Seale discussed how she is a Pittsburgh resident, and wants to participate in the story currently being written about the region's transformation. She is interested in social good and service. She discussed her professional experience and how she "boomeranged" back to Pittsburgh.

Ms. Kirk asked Mr. Norris about the ballot, whether by voice or by paper ballot. Mr. Griffin suggested that he would prefer a written ballot vote. Ms. Kirk suggested that Mr. Ross vote by text message to Mr. Hudic. The other board members voted by paper ballot. Board member votes were:

Ms. Fields – Danny Rosen  
Ms. Kirk – Danny Rosen  
Mr. Griffin – Danny Rosen  
Mr. Ross – Danny Rosen  
Dr. Ross – Janine Jelks-Seale  
Ms. Dixon – Danny Rosen

Mr. Norris shared that in accordance with Act 77, Dr. Danny Rosen would remain on the RAD board as the at-large board member.

Ms. Kirk appointed Dr. Ross to the Project Review Committee.

#### **B. Adjournment**

Dr. Ross moved to adjourn. Mr. Griffin seconded. All approved.

Adjourned at 4:38pm.