

MEMORANDUM

TO: Board
Kentucky Arts Council

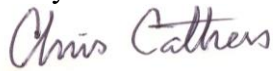
FROM: Chris Cathers
Executive Director

DATE: June 2025

SUBJECT: Monitoring Report for 1.0 Global End Statement

I hereby present my monitoring report on 1.0 Global End Statement “The mission of the Kentucky Arts Council is to foster environments for the people of Kentucky to value, participate in, and benefit from the arts.”

I certify that the data in this report is true.



5/29/25

Chris Cathers, Executive Director

Date

Mission statement: The mission of the Kentucky arts council is to foster environments for the people of Kentucky to value, participate in, and benefit from the arts.

INTERPRETATION:

All of the programs, funds, services and partnerships of the Kentucky Arts Council are focused toward creating a statewide environment supportive of the arts to benefit the people of Kentucky.

REPORT:

The Kentucky Arts Council provides technical assistance, professional development, informational resources and marketing opportunities, in addition to grant programs. The agency strives to ensure that authorizers, constituents and the public are aware of the arts council and the work it does, that the agency remains relevant, and that the value of the arts is documented and recognized.

End statements 1.1-1.5 each contribute to mission statement 1.0. Those monitoring reports are prepared at the end of the fiscal year and will be included in the materials for the September board meeting. In addition to the sub-issues included within each policy, the strategic plan also states the following expected long-term outcome for each of the end statements:

- 1.1 Kentuckians value the role of arts in society.
Outcome: The people of Kentucky will understand the arts as necessary to successful and thriving communities, an enhanced quality of life, development of a

well-rounded 21st century workforce, and a strong creative economy.

- 1.2 Lifelong education in the arts is encouraged.
Outcomes: The people of Kentucky have lifelong opportunities to learn through the arts.
Lifelong education in the arts is valued and accessible.
- 1.3 Statewide delivery of arts programs and services is provided.
Outcomes: The people of Kentucky have increased access to the arts and have participation opportunities in their own communities and across the Commonwealth.
Arts participation is broadened, deepened and diversified.
- 1.4 Artists live and work in a supportive environment.
Outcome: The environment in Kentucky is such that artists are able to create and market their work while making a living wage.
- 1.5 Public policy at all levels supports the arts in Kentucky.
Outcomes: Public policy exists which is supportive not only of the arts in general, but also of the work of the Kentucky Arts Council as the state arts agency.
The arts are included in policy decisions outside of the arts including education, economic and community development.

The work of the Kentucky Arts Council does foster environments for the people of Kentucky to value, participate in, and benefit from the arts. I am therefore reporting compliance.

MEMORANDUM

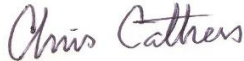
TO: Board
Kentucky Arts Council

FROM: Chris Cathers
Executive Director

DATE: June 2025

SUBJECT: Monitoring Report for Policy 2.3

I hereby present my monitoring report on Executive Limitations Policy 2.3 *Financial Planning/Budgeting* in accordance with the monitoring schedule as set forth in board policy. I certify that the data in this report is true.



5/29/25

Chris Cathers, Executive Director

Date

Financial planning for any fiscal year or the remaining part of any fiscal year shall not deviate materially from the Kentucky Arts Council's Ends priorities or from the Commonwealth of Kentucky's fiscal rules and regulations.

Accordingly: the executive director shall not allow budgeting which:

1. Omits credible projection of revenues and expenses, and disclosures of planning assumptions
2. Fails to disclose a trend analysis of allocations to each major grants program
3. Fails to provide for board prerogatives as set forth in the Cost of Governance policy (Governance Process policy 4.10)

INTERPRETATION:

The executive director is responsible for ensuring that allocation of all program funds is in support of the Kentucky Arts Council's Ends priorities and/or National Endowment for the Arts and Commonwealth of Kentucky mandates. All oversight of funds and financial management must be in compliance with the Commonwealth's Kentucky Revised Statutes, including the Finance and Administration Cabinet's Policies and Procedures and established agency fiscal policies. Budgeting must take into consideration a credible projection of revenues and expenses, and a reasonable plan for adjustment should the need arise. A trends analysis of each major grant program or area, in conjunction with a knowledge and understanding of current federal and state fiscal issues, must inform the budgeting process. Accurate and accessible reporting mechanisms to track expenditures and income must also be used to inform the budgeting process. Budgeting allows for board prerogatives as set forth in policy 4.10, Cost of Governance.

REPORT:

The budget for KAC in 2025 from the general fund is \$1.8 million. We will continue to work on more efficient ways to streamline our operation within the proposed budget to fulfill our mission.

The agency fiscal team continues to work closely to adjust the budget as needed, update projected revenues and expenditures, and keep an accurate accounting of all fund accounts and allotment balances. We stay in close communication with the Tourism, Arts and Heritage fiscal officer to ensure that the agency is in compliance with all new fiscal regulations.

Financial planning for FY25 has not deviated materially from the Kentucky Arts Council's Ends priorities or from the Commonwealth of Kentucky's fiscal rules and regulations. I am therefore reporting compliance.

MEMORANDUM

TO: Board
Kentucky Arts Council

FROM: Chris Cathers
Executive Director

DATE: June 2025

SUBJECT: Monitoring Report for Policy 2.6

I hereby present my monitoring report on Executive Limitations Policy 2.6 *Grants Panels Composition* in accordance with the monitoring schedule as set forth in board policy. I certify that the data in this report is true.



5/29/25

Chris Cathers, Executive Director

Date

Monitoring Report for Policy 2.6

With respect to the establishment of grants panels, the Executive Director may not fail to ensure that panel composition achieves a balance of expertise, diversity, objectivity and experience in the panel process.

Accordingly, the executive director shall not fail to ensure that:

1. Panels consist of arts professionals and other individuals with relevant experience.
2. Panels consist of a balance of in-state and out-of-state panelists according to the needs of individual programs.
3. Attempts are made to achieve gender and ethnic diversity on individual panels.
4. Composition of Kentucky Arts Council panels, aggregated, attempts to reflect the population of Kentucky.
5. In order to achieve continuity in the panel process, one or two panelists are invited to repeat each year.

INTERPRETATION:

This policy outlines directives to ensure that the grant and adjudicated programs are reviewed by panels made up of highly qualified individuals. Selection of panelists should be based on background and experience, with a combination of out-of-state and in-state panelists ensuring a broad perspective. Panels should mirror the diversity of the Commonwealth, with ethnic and gender balance. Each panel should have at least one repeat panelist for continuity if possible.

REPORT:

The Kentucky Arts Council (KAC) consistently follows these directives when selecting panelists. An extensive database of potential panelists is maintained and board members

serving as panel chairpersons are asked to evaluate panelists for participation in future panels.

There is an attempt to include a return panelist on every panel. While panelists with no prior experience may be invited to serve, we ensure that there is a balance of experienced and inexperienced panelists. All panelists receive instruction consisting of an initial phone call inviting them to serve; written communication by way of letter and/or email confirming details for the panel; written panel format and process documents; written program guidelines; and a follow-up phone call after panel materials have been received to answer any questions. In addition, panelists participate in an orientation the morning of the panel meeting.

Panel composition during the past year achieved a balance of expertise, diversity, objectivity and experience. I am therefore reporting compliance with Policy 2.6.