

## Community Services Department - Cultural Service Contracts FY2017 Quarterly Report

Check one:

<input checked="" type="checkbox"/>	July –September 2016
<input type="checkbox"/>	October-December 2016
<input type="checkbox"/>	January-March 2017
<input type="checkbox"/>	April-June 2017

Contractor: **KN LLC**

Address: 2132 Central Ave, Los Alamos, NM 87544 Telephone: 662-1635
Hours of Operation: 10:00 a.m. to 4:00 p.m. Monday-Saturday
<b>Name and Title of Person completing this report form:</b> Ken Nebel, Director

The following services were agreed to in the contract:

**SECTION A. SERVICES:**

**1. Contractor Services.**

- a. Manage, operate, and staff a community Art Center (“Art Center”); the facilities shall be open to the public during hours that will assure maximum public access within the requested funding level;
- b. Operate and staff a small gallery shop that shall offer a variety of artistic items, mediums, and price points from artists of varying levels of ability;
- c. Curate displays and themed art exhibits in the Art Center, some of which may be for sale;
- d. Conduct art classes for a variety of ages and abilities, as well as programs, events and other art-related activities, including a summer art camp with a duration of no less than 6 weeks and an “art box” program to bring professional artists to the local schools to conduct art presentations related to the curriculum, in the Art Center and, as appropriate, other locations, with emphasis on collaboration with County departments and other cultural services providers;
- e. Offer a variety of art classes and programs, including traditional art forms such as ceramics, painting, jewelry making, photography, fiber arts, metal and wood working, and also non-traditional mediums, including but not limited to, digital arts and theatrical-related art forms (masks, scenery, face painting, etc.);
- f. Provide art-related classes and programs at reasonable rates for youth and adults. Provide scholarships, as needed, based on financial need;
- g. Collaborate with other cultural service providers on a minimum of four (4) events, activities, or programs during the fiscal year;
- h. Attempt to obtain non-profit status as a federally approved 501 c (3) organization;

- i. Provide opportunities for youth and adult feedback and input into programs, events and activities offered in the Art Center through surveying. Incorporate this information into the design and implementation of new and existing programs; and
- j. Disseminate information to the public and the artist community regarding activities of the Art Center and other art-related activities and opportunities by use of the news media, social media, newsletters and other appropriate means of announcing activities and events.

**2. Deliverables.** Contractor shall provide:

- A. An annual financial review performed by an independent party with acknowledged financial experience to include, at a minimum, all financial records relating to the Agreement Term, and furnishing County with a copy of such audit within ninety (90) days after the end of County's fiscal year.
- B. Written reports, on forms provided by County, covering each three (3) month period of the Agreement beginning July 1, 2016. The reports shall include financial information describing Contractor's use and expenditures of County funding and, at a minimum, summary information describing:
  - i. The efforts undertaken and the results of Contractor's solicitation of meaningful participant input and/or feedback and a demonstrated willingness to act on this information;
  - ii. The level of participation, reported by age, gender, and residence of the participants, in the various programs, events, and other activities associated with the Art Center;
  - iii. The level of increased visitation to the Los Alamos area as a result of the contractor's events, programs, and services, if applicable;
  - iv. The level and results of Contractor's collaboration and coordination of effort with other community service providers;
  - v. A description of any applications for grants or solicitations for other funding sources related to the scope of work and the status of the applications or solicitation efforts;
  - vi. A description of the Contractor's efforts to market/advertise events, programs and services;
  - vii. A description of the progress made towards obtaining Federal 501 c (3) status as a non-profit entity. Measurable progress shall be made before the Agreement will be extended for the additional years referenced in Section B; and
  - viii. A summary description of the use of County funding to support Contractor's efforts to provide scholarships and/or to make art classes affordable to lower income participants.

Contractor shall furnish these reports to County within thirty (30) days after the end of each reporting period.

**Narrative information:**

**Summary information addressing services provided and the requirements in Section A.**

**1. Contractor Services and 2. Deliverables above:**

4<sup>th</sup> Quarter (April – June 2017):

3<sup>rd</sup> Quarter (January – March 2017):

2<sup>nd</sup> Quarter (October – December 2016):

1<sup>st</sup> Quarter (July – September 2016):

1.a. The Fuller Lodge Art Center, through the dedicated help of many volunteers, has successfully remained open 10 AM-4 PM Monday through Saturday throughout the quarter, and remained open for receptions and special events as needed including opening nights for gallery exhibits and the Friday Summer Concert Series, and opening early and on most Sundays for tour groups and education programming.

1.b. The Art Center maintained and staffed a gallery shop space accessible during all open hours and containing the work of nearly 100 local and regional artists and artisans juried in by local artists and volunteers familiar with the space. Artwork in the gallery shop is all available for purchase with price points between \$1 and \$250 with an occasional outlier. This quarter brought us a steady number of new artists working in diverse media hoping to join the gallery shop artists. One jury took place this quarter with 3 new artists being accepted to the gallery shop.

1.c. 2 exhibits of the Art Center’s 9 yearly scheduled exhibits opened this quarter. The Annual Art Camp Showcase on August first and Born To Be Wild on August twelfth.

The Annual Art Camp Showcase exhibited over 500 pieces of artwork curated by our Art Camp Interns and instructors of work created by students age 4 through 17 at the end of Summer Art Camp.

Born To Be Wild exhibited work from across the state prompted by: “Capture - if only for a moment - the untamed, the overgrown, the out of control. Draw inspiration from the wilderness and its denizens. Color outside the lines and show off your wild side!” and in celebration of 100 years of the National Park Service. The Wednesday Watercolorist group, a group of 3 professional watercolorists who used to meet weekly in Los Alamos, held an exhibition inspired by the New Mexico Landscape in the Portal Gallery

1.d. The Art Center conducted over 40 classes and sponsored over 36 others through art interest groups and art field trips throughout this quarter. Classes and programs were designed principally for ages four through adult. This quarter included 5 weeks of this summer’s 8 week long Summer Art Camp, the Art Center’s Summer Art Field Trips for Adults, and the beginning of the Fall Adult Classes, Fall Wednesday Afternoon Art Camp for grade school students, and the beginning of the new Pre-school Art Classes. Educational outreach through the use of the Art Center’s developing box program just began this quarter with 2 successful pilots involving a field trip and a partnership with the Los Alamos Historical Society.

1.e. The Art Center conducted classes as described above in a wide variety of traditional media as well as cross- arts classes in digital and theater disciplines. The Art Center hosted the Summer Arts and Crafts Fair in August and is preparing for the Fall Arts and Crafts Fair in October. The Art Center has had the privilege to host a steady number of ongoing community groups, to provide portfolio critiques to artists and students, to write a number of recommendation letters for models, students, and artists seeking higher education and field related employment, to open it's doors to student teachers, and to offer an art book lending library for the general community. Facility usage by art interest groups and individual artists is constant, with 50 some different individuals using facilities for professional artistic pursuits or to give back to the community through their artistic efforts and experiences one or more times a week, with many others using the space more sporadically. Although the Art Center Gallery Space is open to the public 40 hours/week, artist usage this Quarter generally kept the doors open and artistic pursuits going on nearly 70 hours per week.

1.f. Over 20 scholarships were provided throughout the duration of this quarter to 18 students under the age of 13, 2 teens, and 2 adults. Scholarships for students 18 and under were all provided through the Emily Bradley Memorial Fund. Scholarships for the 2 adults were provided by one private individual and one through the Art Center itself.

1.g. The Art Center collaborates with the Los Alamos Life Drawing Group, Los Alamos Photography Club, the Adobe Users Group, and the Clay Club as well as over 100 self-employed artists on programming, exhibitions, fairs, and gallery opportunities. The Art Center collaborates with Village Arts to offer discounts in conjunction with supplies for Art Center classes, and Rose Chocolatier in conjunction with exhibition openings. The Art Center continues to meet and collaborate on a daily basis with local cultural service providers, regional recreational services, and local businesses to strengthen cultural programs and integration including the Informal Educators, the Arts Forum, Los Alamos Arts Council, Los Alamos Studio Tour, Los Alamos Public Schools, Los Alamos Homeschool Community, and Los Alamos Mainstreet.

A collaboration notable to this quarter included working with Los Alamos County Parks and Recreation, Los Alamos County Extension, the Los Alamos Concert Series, and Los Alamos Mainstreet on a highly successful county fair made all the more successful with a new working relationship with the county regarding food vendors, construction, and custodial upkeep. The Art Center's aspect of the collaboration went off without a hitch except for the underground bee's nest taken care of immediately by county staff, and was one of our best rated fairs by vendors.

1.h. No measurable headway has been made on obtaining a 501 C-3 Non- Profit Status this quarter, partially due to a significant restructure of Art Center duties and job descriptions. Meetings throughout this quarter and a meeting set for early November should help make significant measurements possible during the next quarter.

1.i. The Art Center provides many different paths offering opportunities for feedback and the implementation of new ideas and better processes for any individual. These are described in further detail in 2.B.i. Formal surveys are currently in use for Summer Art Camp Classes and Arts and Crafts Fairs, and will soon be available for gallery shop purposes and all classes after the completion of staff restructuring.

1.j. The Art Center made use of a variety of media channels to disseminate information during this quarter. Through a comprehensive website that is updated almost daily, social networking, a growing electronic mailing list, online calendars, collaboration with other community networks, banners, outdoor signage, newspaper press releases, radio interviews, County press outlets, Chamber of Commerce opportunities, posters, handouts, and off "campus" dissemination opportunities the Art Center strives to reach out broadly to local and regional potential participants.

2.A. The Art Center's Annual Financial Review will be included in this Fiscal Year's Fourth Quarter Report.

2.B.i. Community and participant input and feedback mold every aspect of the Art Center from being the face of the Art Center and the community through volunteer and outreach opportunities, curating both rotating themed exhibits and all gallery shop artwork, interfacing with partner organizations, and creating art interest groups and special programming. Local and regional artists have an overarching voice in the shape of Arts and Crafts Fairs, exhibits, and the structure and variety of instruction offered. The Art Center collects input from the general public through a guest registry, written suggestions, online reviews, and verbal feedback. Feedback continues to shape new programming initiatives, class offerings, meeting studio and rental needs, and helps expand our show themes and display ideas. Our front desk is staffed largely due to generous volunteer support, and leaves a constant impression of feedback and non-staff presence as integral to the Art Center and it's workings. In this quarter over 30 different artists and community members participated as jurors and curators, 11 participated behind the scenes, and 26 different individuals greeted visitors at our front desk. Several more volunteers would be ideal to maximize Art Center productivity, especially at the front desk, but the Art Center is proud to support a good strong core group of committed volunteers. Community input and volunteer hours are listed at the end of this report in the LA Scores section.

2.B.ii. While not wishing to differentiate on surveys on the basis of age, gender, and residence, the Fuller Lodge Art Center can draw a general picture of participants in its various programs and manifestations. Visitors to the gallery tend to be a diverse group. Recent exhibitions have drawn a balanced audience, with a recent gratifying trend toward young families, although this quarter is more heavily weighed towards youth in programming opportunities. Among artists we have a diverse range from emerging to professional artists, and a gratifying continued participation this quarter from emerging local artists. In each exhibition the viewers and the artists who make up the exhibitions were of a healthy gender balance and a far-flung residency status focused on Los Alamos and the region, but spread nationally and internationally. These trends hold steady with several other recent reports. The depth and breadth of our offerings for classes has proven more varied in interest to students of all ages, residences, and genders. Summer and early Fall classes and interest groups during this quarter worked with over 150 students from age 4 through adulthood. Participants tend to center around residents of the Los Alamos townsite, with Los Alamos County residents making up about 65% of participants this quarter and about 70% of county residents living in the townsite. Programming, classes, and exhibit visitation and entries all drew national and international participation

2.B.iii. While it is difficult to quantify how many visitors are drawn to Los Alamos through Fuller Lodge Art Center programming efforts, some general conclusions can be made. Over this quarter about 30% of all participants in Art Center programming came from non-residents to Los Alamos. Typically over half of the visitors to the gallery shop and exhibition space are from outside of the region, but the extremely heavy daily use of the Art Center by locals over the summer skews numbers toward local usage. Interestingly, the Art Center has seen growth in numbers of tourists often pushed onto the premises by the confusion of nearby construction. This quarter has been especially gratifying in the number of out of state visitors visiting the Art Center. Visitors tend to cite family/friends, Los Alamos history, or outdoor opportunities as their primary reasons for visiting, but visitors are happy to find additional cultural experiences to engage in, and most return visitors say the Art Center is on their list of places to come year after year. It is easier to quantify visitation through our Exhibits, Crafts Fairs and Summer programming. Our exhibits tend to draw an average of 30 artists from out of town. This quarter was slightly lower due to a more local exhibition through the Summer Art Camp Showcase. These artists also often take part in related programming and occasionally spend the night. About half this quarter's teachers, or 19 individuals, came to us from the region outside of Los Alamos County. The Fall Arts and Crafts Fair draws in both regional vendors and participants. 56 off this Summer's vendors came from outside of Los Alamos County, about 2/3rds of whom spend the night in the County. Visitors to the fair were locally centered, but with a good segment coming in from out of town, although this, again, is hard to quantify in an outdoor free flowing venue.

2.B.iv. The Fuller Lodge Art Center’s collaborative partners and programs are described in section A, subsections 1.d. and 1.g., and are highlighted under the achievements section. Our opening receptions, fairs, and classes have brought in steady numbers of participants, many repeat visitors, and a new growth in artists showing through the Art Center. Collaborating with local businesses and organizations has lead to more overnight visits in Los Alamos, better efficiency and interaction between businesses and consumers especially through our classes, shipping efforts, and promotional materials. The Art Center has taken a leadership role in bringing businesses together for our events and coordinating joint efforts at other events and programs. Collaborating with local art groups has created a vibrant atmosphere, and has given residents a space to support their interests and see them grow, as well as giving regional participants an opportunity to visit and spend time in Los Alamos on a regular basis. Collaborating with regional arts and media entities has opened doors to our volunteers and artist community.

2.B.v. No additional funding is being sought at this time. Focus is currently on creating a self-governing non-profit entity. The Art Center ipartnered with the Emily Bradley Foundation to bring summer programming to 26 students with an interest in the visual arts who would otherwise be unable to attend. The Art Center also received support from 2 private individuals to offer class opportunities to a teen and an adult during this quarter.

2.B.vi. Dissemination avenues are described in section 1. E. The physical and online presence is in a constant process of change and reinvention, especially over this quarter as staffing re-assignment has lead to a concerted rebranding effort. Numbers compared with other similar entities and other Los Alamos Cultural Venues suggest that the Fuller Lodge Art Center is a leader in providing a unique and fresh online experience. The expectation of new experiences during each visit is a particular strength the Art Center staff provides the public. Partnerships with regional arts groups and an expressed interest from our local participants have lead to a stronger connection between regional arts organizations, and have given us a chance to create meaningful art related experiences for participants regionally. Continued support from KRSN 1490, Los Alamos Monitor, Los Alamos Daily Post, Los Alamos County, Los Alamos Public Schools, and Aspen Copies has also been much appreciated in Art Center outreach efforts. Continued growth on the Art Center Facebook page and skyrocketing interest in the Art Center Instagram account point to an engaging and useful form of informal outreach.

2.B.vii. Please see section 1.h. above.

2.B.viii. Please see B.v. above. In addition, the Art Center is committed to keeping programming and educational opportunities financially reachable. The Art Center has not raised prices on Summer Classes in the last 4 years and on any other classes in the last 6 years. Use of Art Center facilities for arts related activities is free to minimal depending on scheduling needs. In addition to the private support and support from the Emily Bradley foundation, the Art Center has monetarily supported 1 adult during this quarter for \$95. The Art Center also supported a Girl Scout Troop over this quarter for \$330 worth of clas time.

**Notable Achievements/Improvements:**

4<sup>th</sup> Quarter (April – June 2017):

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3<sup>rd</sup> Quarter (January – March 2017):

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2<sup>nd</sup> Quarter (October – December 2016):

1<sup>st</sup> Quarter (July – September 2016):

The exhibits in the main gallery each have been notable successes for the Art Center during this quarter.

The Annual Art Camp Showcase is a yearly favorite for residents and visitors alike. The sheer number of artists that the exhibition's inventory includes means that any Los Alamos resident is almost certain to know at least one of the children whose work is in the show, and with over 500 pieces of artwork displayed by the Art Center's interns, the show is always a riot of color and creativity. This year's show certainly did not disappoint! Feedback was overwhelmingly positive, and with the growing number of students and teachers this year, the artwork on display was even more varied and creative.

Born To Be Wild set a scene beloved to any resident of Los Alamos and intriguing to visitors from near and far, the Great Outdoors. It's difficult not to fall in love with a subject matter like the Wild, and artists responded to the theme in an overwhelming way. The exhibit itself was large and took the viewer into the wild imaginations of the artists, out the back door, and into the less explored nooks and crannies all around the world. The Art Center counted more viewer's choice awards for this exhibition than any over the last several years, showing what a hit it was with viewers, many of whom returned several times. The exhibition also had gratifying sales on a variety of different kinds of pieces.

The Portal Exhibition on display during Born To Be Wild, Scenes from Northern New Mexico, by a group of 3 watercolorists was a perfect complement. By taking inspiration from the great outdoors, the artists used their different styles and views of the world around them to really pull together an intriguing and professional display.

The gallery shop space represented a consistent high number of consignors this quarter. This quarter saw 13 artists jurying to get into the Gallery Gift Shop and several new accepted artists. The gallery shop feels even more varied and the quality of the artists and the artwork represented has been taken to a new level.

The Summer Arts and Crafts Fair was a great success with nearly 90 booths, which is slightly larger than summer fairs in recent years. The variety and quality was commented on by artists and consumers alike, and the day went smoothly despite an afternoon rainstorm. Sign ups for the Fall Craft Fair show artist support for a returning presence at both fairs, and should be consistent with previous years. Larger numbers of new artists on the Arts and Crafts Fair circuit signed up for the Summer Fair upon the recommendation of other artists which points to a strong and well run program. Increased effort to make one on one contact with Arts and Crafts Fair artists throughout the region by Art Center staff also directly influenced the number and quality of fair booths. Feedback was overwhelmingly positive.

Strong and positive interest from art instructors lead to an unprecedented 8 weeks of Summer Art Camp, and The Art Center had its most successful Summer Art Camp to date with 8 weeks with every core class being completely filled and every class offered making the minimum number of students. These numbers are unprecedented and exciting especially for 4-6 y.o. classes and teen classes. Every core class functioning at capacity means that the Art Center is filling the needs of nearly 90 more students this year than on previous years, and has made possible 6 more paid positions over the Summer months. The strong

core of students attending regularly and the immensely positive feedback point to a hugely successful summer.

A new program for pre-school students has had enough students to make regularly beginning in September and being held monthly.

Beginning numbers for fall after school programs are steady and positive with all classes in August and September making, a first for the program. Another strong core group of students and a larger core of committed instructors point to a fully established and well coordinated program.

An achievement that has held steady over the course of this past quarter is a strong and varied schedule of classes tailored to the community and supported regionally. Growth in participation across all ages, especially in regards to summer schedules for both adults and children, is gratifying. A full 80% of fall classes have made with 4 students and several of these maxing out, which points to an interest from a wider segment of the community and good strong set of offerings with very little overlap even with over 50 classes being offered. This amount of participation is a first for this program- especially so early in the semester.

Collaborations during the Summer Art Field Trips with instructors and local and regional businesses and organizations including Los Alamos' local wine bar, UnQuarked, Liquid Light glass in Santa Fe, the Albuquerque zoo, and Los Golondrinas have proved successful and solid.

Though youth participation falls off after Summer Programming is completed, especially in the young adult and teen demographics, a continued presence of young students and teen helpers suggests a stronger core group and new faces suggest that the interest extends beyond the walls of the Art Center and is being talked about and welcomed.

The Art Center hosted 3 extremely well received guided field trips this quarter, and introduced it's box outreach program to 2 groups of students through partnerships with Girl Scouts of America, the Historical Society, and the Informal Educators Group.

The shift toward successful educational programming has set the stage for an attempt to create a new permanent part time job with the Art Center for an Education Coordinator.

The Art Center Clay Studio is fully up and functioning as an entity that no longer requires monetary and organizational support from the Art Center. The vibrant membership and affordable opportunities in participation and programming point to a huge success, and the continued influx of interested individuals points to a need and a continued interest.

Through partnering with the Emily Bradley Foundation, the Art Center was able to provide 26 scholarships to Summer Art Camp Programming for students with an artistic bent who would otherwise be unable to attend.

Through the successful partnership of Los Alamos High School, UNM-LA, and the Art Center, the Art Center has secured an intern for the fall semester to document and curate the Art Center's permanent collection.

The Art Center had the privilege to work with several groups over this quarter including the Los Alamos County Parks and Recreation, Los Alamos Mainstreet, Rose Chocolatier, Village Arts, UnQuarked, Girl Scouts of America, Los Alamos Summer Concert Series, Los Golondrinas, the Albuquerque Zoo, and Liquid Light Glass. These collaborations point to the unique integration of the Fuller Lodge Art Center into the fabric of the Los Alamos community and the wider region, and brought about opportunities to reach new diverse audiences.

The Art Center currently has live music scheduled for 7 of its 9 exhibitions during this calendar year and partnering programming with 8 of it's 9 exhibitions, including both openings during this quarter, which points

to a growing interest in partnerships well before programming occurs, and partnering organizations, businesses, and individuals reaching out far ahead of these opportunities.

The new look and continued branding effort of the Art Center, launched in September with a new website has been monumentally successful. A renewed effort toward targeted advertising and in depth interest stories featuring local and regional artists has increased viewership and class sign ups for Fall educational opportunities.

**Opportunities/Dreams/Recommendations/Problems:**

4<sup>th</sup> Quarter (April – June 2017):

3<sup>rd</sup> Quarter (January – March 2017):

2<sup>nd</sup> Quarter (October – December 2016):

1<sup>st</sup> Quarter (July – September 2016):

The Art Center will continue working with the County and Mainstreet to participate in the Los Alamos Creative District, and other cultural services and local businesses to help tell the story of Los Alamos through visual art and creative endeavors, and will continue to seek out appropriate collaborations to further this resolve, including jointly programmed events and behind the scenes collaborations, field trip programming, and educational outreach.

Programming opportunities and collaborations offer continual room for growth in participation and offerings. A specific goal at this time is to continue to create more spontaneous reasons and ways for the community to be involved in the creation of visual art, by partnering with local businesses and organizations in programming opportunities. Looking forward, the Art Center is excited to work closely with a variety of organizations under the umbrellas of the Los Alamos Creative District, and the Los Alamos Chamber of Commerce, as well as Los Alamos Historical Society, the Pajarito Environmental Education Center, the Bradbury Science Museum, Los Alamos Public Schools, and local resources related to upcoming exhibits and outreach opportunities.

The Art Center is looking forward to continued rebranding in preparation for the 2017 calendar year in conjunction with an overarching effort to unlock the Art Center’s history and form an Art Center archives and comprehensive permanent collection designed to foster community pride in not only what the Art Center is now, but what it has brought to the community and region in the past, and what it has the opportunity to be in the future.

The Art Center is always looking forward to future exhibits, currently scheduled through calendar year 2017, specifically designed with partnering organizations in order to foster collaborative efforts with many local and regional entities. The Art Center is also looking forward to continued public input in how each exhibit will be curated and what subject matter and vision future exhibits will tackle especially as it look forward to 2018 exhibitions and programming. 2017 will be a particularly exciting year as it marks the 40<sup>th</sup> anniversary of the Fuller Lodge Art Center.

The Art Center is looking forward to working with instructors for our 2017 Spring class schedule, Wednesday Afternoon Art Camp, and 4-6 y.o. program. The Art Center hopes to solidify a permanent part-time position for an Education Coordinator in the upcoming quarter, a position that it foresees eventually growing into a full-time job. Expansion and collaboration on after school programming, art adventure birthday parties, and studio rental opportunities offer further opportunities in the discipline of education at the Art Center. Current continual goals also include encouraging high school participation, seeking out local and regional arts opportunities to launch our patrons into the region's strong visual arts presence, more substantively supporting local art interest groups, and setting up art retreat intensives. Opportunities increase with the Teen Center now open directly across the street. Initial retreat outreach has begun with Life Drawing Studios from Santa Fe and Taos and a possible retreat center located in outside of Espanola for a more regional in depth event in Spring of 2017. Continued opportunities surface with the Informal Educators Group including art outreach capacities in the schools and to the homeschool community and joint field trip opportunities.

The biggest and seemingly insurmountable barrier to better class programming is the last minute mentality of participants to sign up just hours or days ahead of programming that requires a week or more of lead time preparation.

The Art Center continues to see a need in working with a variety of local entities to create an all encompassing volunteer program where individuals will have the same basic sense of Los Alamos and be able to present a common face of community, and continues to support such a cross organizational effort. The Art Center's commitment to providing a quality and interesting volunteer experience allows for a strong cadre of committed volunteers, but the Art Center sees opportunities in reaching out to a wider spectrum of volunteers in interests, ages, and expertise.

The Art Center is looking forward to planning a strong 2018 fair season in close collaboration with Los Alamos County and the Los Alamos Arts Council.

The Art Center sees an ongoing need to connect artists to the community through work space opportunities, creative collaborations, private instruction, and showcasing opportunities, and is working on a public artist directory to buttress these needs.

The Art Center is looking forward to partnering with over 90 art material providers, 40 art instructors, and half a dozen arts organizations to bring outreach about visual arts opportunities to the region at the 4 day Artist Materials Fair coordinated by Artisan's out of Santa Fe at Buffalo Thunder resort.

The Art Center has begun laying the groundwork to become computerized during the Third Quarter of this report in early 2017 by looking at systems and software with the help of other local organizations who have recently computerized, and by alerting our volunteers and adjusting our 2017 juries and schedules.

A turnover in staff has allowed the Art Center to readjust duties and expectations for staff members and rethink staff structure as well as contributing to a rebranding of the Center itself. This will be an ongoing theme over the next several quarters.

The Art Center is committed to becoming non-profit. Non-profit status will open doors to grant opportunities specifically targeting our programming and collaboration efforts and will offer new donation and volunteer opportunities and continual growth.

The Art Center is currently experiencing intermittent electrical problems with flashing lights in the downstairs gallery space, and although this has been documented a number of times and contractors and facility personnel have worked on it, the problem persists. Bulbs have also been burning out at a surprisingly rapid

pace throughout the Art Center space in contradiction to the assurances of contractors during the 2014 phase of improvements to Fuller Lodge.

With the temporary move of the Los Alamos Historical Museum, the Art Center is seeing increased frustration among patrons to the lack of quality signage and wayfinding to both find the Historical Museum and to differentiate the Fuller Lodge Art Center from the Fuller Lodge and the Historical Museum. The Art Center would like to explore opportunities with the county regarding signage specifically relating to the Fuller Lodge Art Center.

The Art Center looks forward to the completion of the 2016 improvements to Fuller Lodge. While progress is being made daily, several windows still remain with broken panes and loose or missing hardware. The Art Center has several outside and interior doors in need of maintenance with difficult locking mechanisms. The Art Center is awaiting the completion of the painting project and the removal of scaffolding. Handicapped access to the Art Center classroom and office facilities is a real difficulty. It causes programming difficulties and limits our ability to serve all potential participants. Currently a full third of the Art Center is handicapped inaccessible.

<b>Annual Financial Review Attached?</b> (Check one)	<b>Yes</b> Date of Report:	<b>No (x)</b> Financial Review to be attached in 4th quarter
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**Financial Information:**

<b>AGR17-703 LAC Direct Funding Only – \$10,900</b>	<b>1<sup>st</sup> Quarter FY2017 (July – Sept 2016)</b>	<b>2<sup>nd</sup> Quarter FY2017 (October – Dec 2016)</b>	<b>3<sup>rd</sup> Quarter FY2017 (January – March 2017)</b>	<b>4<sup>th</sup> Quarter FY2017 (April – June 2017)</b>
<b>Type of Expense</b>				
Personnel	275.00			
Supplies	150.00			
Event / Program	150.00			
Media	150.00			
Misc. Expense	2,000.00 (toward computerization)			
<b>Total Expenses</b>	<b>2,725.00</b>			

**LA Scores (Performance Evaluation Data):**

**Qtr 4 (Apr – Jun 2017)**

- # Participants served through Arts Center Programs Per Quarter:
- # Paid Staff Hours Per Quarter:
- # Volunteer Hours Per Quarter:
- # Participants Providing Feedback Per Quarter:
- # Participants Rating their Experience Good or Excellent Per Quarter:

**Qtr 3 (Jan – Mar 2017)**

- # Participants served through Arts Center Programs Per Quarter:
- # Paid Staff Hours Per Quarter:
- # Volunteer Hours Per Quarter:
- # Participants Providing Feedback Per Quarter:
- # Participants Rating their Experience Good or Excellent Per Quarter:

**Qtr 2 (Oct – Dec. 2016)**

- # Participants served through Arts Center Programs Per Quarter:
- # Paid Staff Hours Per Quarter:
- # Volunteer Hours Per Quarter:
- # Participants Providing Feedback Per Quarter:
- # Participants Rating their Experience Good or Excellent Per Quarter:

**Qtr 1 (July – Sep 2016)**

- # Participants served through Arts Center Programs Per Quarter: 8,970
- # Paid Staff Hours Per Quarter: 1,002

**# Volunteer Hours Per Quarter: 720**

**# Participants Providing Feedback Per Quarter: 360**

**# Participants Rating their Experience Good or Excellent Per Quarter: 357**