

Minutes
Metro Arts Commission
Executive Committee Meeting

October 8, 2025

2:00 P.M. – 3:00 P.M.

Metro Southeast Building

Antioch Conference Room

1417 Murfreesboro Pike

Nashville, TN 37217



METRO ARTS

NASHVILLE OFFICE OF ARTS + CULTURE

Committee Members Present: Campbell West (Chair), Tre Hardin, Shawn Knight & Ashley Bachelder (Interim Executive Director, ex-officio),

Committee Members Absent: Heather Lefkowitz

Staff Present: Capri Harston & Vivian Foxx

A. Call to Order, Roll Call & Welcome

Chair Campbell West called the meeting to order at 2:04 p.m. and confirmed quorum.

B. Public Comment

Vivian Foxx reported that no public comments were received either in person or online.

C. Approval of Minutes

A motion to approve the minutes from August 13, 2025, Executive Committee meeting was made by Commissioner Knight and seconded by Commissioner Hardin. The motion passed.

D. Finance Update

Capri Harston provided a finance report, sharing the most recent budget accountability report (BAR) showing the Arts Commission in good financial standing. Current staff vacancies account for being below the projected yearly expenses. Harston reported on other priorities, including Metro's planned transition to Oracle in December and the ongoing search for a new office space.

E. Discussion Items

1) Annual Report

Director Bachelder presented a draft of the Annual Grants Report for review prior to submission to Metro Council. The report includes a brief summary of FY25 and FY26 grant cycles and high-level policy overview, a breakdown of Operating and Thrive allocations from FY23 to FY26, and summary statistics and full grantee lists for FY25 and FY26. Bachelder asked the committee to share any feedback or requests for edits via email by the end of the week. The report will be

submitted to the Council prior to the distribution of FY26 funds, and Bachelder will present at the Arts, Parks, Libraries and Entertainment Committee meeting on October 21.

2) Bylaws Review and Next Steps

Bachelder presented updates and asked for discussion on proposed bylaws revisions, particularly on Commission term limits and standing committee structures. Regarding term limits, the committee discussed and expressed support for increasing the term limits from two to three consecutive terms. Regarding standing committees, the committee discussed ongoing challenges in maintaining the CARE committee, due to scope of purpose and compliance with state and federal laws. Director Bachelder and staff will work on the next steps for reaching out to CARE members and bring an update for the next meeting. The likely recommendation will be to dissolve the CARE committee. Bachelder will finalize bylaws revisions and bring recommendations to the next Executive Committee meeting.

3) Committee Structure

Additional conversation included discussion about reviving the Advocacy Committee, which has not been active since May 2023. Members discussed refining committee purpose statements to better reflect goals and responsibilities in advance of committee appointments in January.

4) 2025–2026 Planning

Director Bachelder provided an update about work with an outside facilitator for an organizational alignment process to precede the Director search. The facilitator will engage with staff and commission through interviews and other facilitated sessions, with a start date during the week of October 27. The goals of the alignment process are to develop a shared assessment of the Commission's work, begin to discuss the Commission's vision and values, and develop shared expectations about the next few years. Director Bachelder is the contact person with the facilitator team and will organize opportunities for commission involvement through the process, noting those Commissioners who expressed interest in being actively involved earlier in the year.

F. Director's Report

Director Bachelder reiterated ongoing priorities, including supporting staff priorities, moving the hiring processes forward for vacant positions, administering the grant contracts and payments, and preparing for the facilitator process.

G. New Business

No new business was presented.

H. Adjourn

The meeting was adjourned at 3:29pm.