

Minutes

Metro Arts Commission

Executive Committee

January 14, 2026

2:00 P.M. – 3:00 P.M.

Metro Southeast Building

1417 Murfreesboro Pike

Nashville, TN 37217



METRO ARTS

NASHVILLE OFFICE OF ARTS + CULTURE

Committee members present: Campbell West (Chair), Tré Hardin, Heather Lefkowitz, Shawn Knight and Ashley Bachelder (*Interim Executive Director, ex-officio*)

Staff: 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

No public comments were submitted or made in person.

C. Approval of Minutes: November 12, 2025

A motion was made to approve the minutes from November 12, 2025, by Commissioners Knight and seconded by Commissioner Hardin.

D. Finance Update

Capri Harston provided a finance update, focusing on Metro's transition from the R12 financial system to Oracle Cloud. Since mid-November, staff have participated in extensive system training and is focused on reconciling migrated data. After the initial true-up process is completed, staff will bring a finance report for Commission review.

E. Audit Update

Interim Director Ashley Bachelder provided an update on the 2024 audit. All implementation plan timelines previously submitted to the Office of Internal Audit have passed, and steady progress has been made in the outlined corrective actions in each area. Bachelder provided a high-level overview of examples where new processes were put in place to respond to the audit's recommendations, such as the development of a grant manual, Commission onboarding process, and transition to Metro's timekeeping system. Metro Arts anticipates a follow-up review by the Office of Internal Audit around the two-year mark, anticipated in summer 2026. Bachelder stated that everything is on track for the review.

F. Discussion Items

1. FY27 Budget Process and Planning

Director Bachelder provided an overview of the FY27 budget process. She reviewed the budget submission structure, including baseline budget true-up, budget modifications (requests for increases in funding), capital requests, and 4% funds, in addition to the timeline and answering questions from Commissioners. Departmental budget submissions are due February 6th. The committee discussed requesting grant funding increases based on sustained increased application demand and questions about public art Percent Fund.

2. Organizational Planning and Alignment Update

Director Bachelder updated the committee on activities that have been completed with the organizational planning consultant, including staff and commissioner interviews and a full-day session with staff. She described what the consultant's deliverable will include, including a SWOT analysis, considerations for a permanent director, department goals, and recommendations. The consultant team will meet with the Commission on January 21st for a planning retreat.

G. Director's Report

None

H. New Business

None

I. Adjourn

The meeting adjourned at 3:02 p.m.