

Minutes

Metro Arts Commission Executive Committee Meeting

May 20, 2026

11:30 A.M. – 12:30 P.M.

Metro Southeast Building, Nashville, TN 37217



Committee Members Present: Campbell West (Chair), Tre Hardin, Heather Lefkowitz, Ashley Bachelder (*Interim Executive Director, ex-officio*)

Absent Members: Shawn Knight

Metro Arts Staff Present: Capri Harston, Vivian Foxx

A. Call to Order, Roll Call & Welcome

Chair Campbell West called the meeting to order at 11:38 a.m. Roll call was conducted, and a quorum was established.

B. Public Comment

There was no public comment.

C. Approval of Minutes: March 18, 2026

A motion to approve March 18, 2026 minutes by Commissioner Heather Lefkowitz and seconded by Commissioner Tre Hardin.

D. Financial Report

Capri Harston presented a new template for a monthly financial report, which includes an overview of year-to-date operating expenses, salaries and fringe, outstanding invoices, and an overall summary. The report will be compiled monthly to provide clear internal and external information on budget funds and spending. Commissioners expressed appreciation for the information in an accessible format, noting the lack of concise and clear financial reporting in previous years. Commissioners asked clarifying questions. Director Bachelder recommended that the report be presented at the monthly Commission meetings in addition to committee meetings.

E. Discussion Items

1. FY27 Budget Updates

Director Bachelder provided updates regarding the Fiscal Year 2027 budget process and recent presentation to Metro Council. She shared that the Commission was approved for a one-time operating expense request to support grant panel operations. She reported on the positive

feedback received at the Council meeting, and about a follow-up question regarding distribution of grants across council districts. She reviewed the timeline for the FY27 budget process, including department hearings, budget workgroup meetings, and the June 2 public hearing on the budget.

The committee requested that the budget timeline, meeting schedules, and presentation slides be distributed to commissioners to support participation and awareness.

2. Process for Executive Director Annual Review

Chair West reviewed the Executive Committee's responsibilities related to the Executive Director annual evaluation process and outlined the proposed timeline for completing the review by June 30. Director Bachelder will complete a self-evaluation. Additionally, Chair West will have conversations with Metro Arts managers, collect feedback from Executive Committee members, and compile everything into a report. The Committee will discuss the evaluation at the June committee meeting and then submit it to the full Commission.

3. 2026 Planning and Priorities

The committee reviewed and discussed the report from the Cooper Performance Group. Commissioners expressed some disappointment with the deliverable, noting through discussion that it lacked sufficient context, specificity, and depth. Discussion followed regarding the importance of strategic planning and ongoing organizational alignment. Members emphasized the need for a future retreat or strategic planning session to align goals and priorities.

The committee also discussed concerns regarding the timeline and questions surrounding the Executive Director search process. Members considered the possibility of establishing a time-bound interim executive director role to provide stability and continuity. The committee determined that additional clarification from Human Resources would be necessary regarding available options and timelines.

F. Chair's Report

Members discussed the challenges of scheduling meetings during the summer months and the importance of advance planning for committee meetings and strategic discussions. Commissioners should reach out to Director Bachelder and Vivian with scheduling conflicts. Chair West reminded everyone that committee assignments will be made in the fall.

G. New Business

No new business was presented.

H. Adjourn

The meeting adjourned at 12:30 p.m.