



## 2018 Annual Report

### Directions

---

Please complete this form, answer the questions below in two pages or less, not including financials, and submit as one PDF with your invoice to [RLassoff@bainbridgewa.gov](mailto:RLassoff@bainbridgewa.gov) by **January 18, 2019**. Be candid and specific in your answers. This information helps us understand and account for the impact of our funding on both your organization and the City of Bainbridge Island.

### Organization Information

---

Organization Name: Arts & Humanities Bainbridge  
Contact Person: Anne Smart Position/Title: Executive Director  
Email Address: ed@ahbainbridge.org  
Mailing Address: 221 Winslow Way, W.  
Address Line 2: Suite 201  
City: Bainbridge Island State: WA Zip Code: 98110  
Phone (work or daytime): 206-842-7901

### Award Information

---

Award Title: Arts & Humanities Bainbridge Capacity Building (Unrestricted)

Brief Description of Award Purpose: *"To support..."*

The funds from this grant were used for two primary goals:

(1) Increase our capacity and better support one of our cornerstone programs, AHB's *Arts in Education Consortium*. This program, now beginning its 20<sup>th</sup> year, has been a successful and much-loved program. Therefore, it became a goal AHB's to further grow and develop the program by deepening our relationships with the public schools, re-engage with schools who had participated in the past, grow the roster of teaching artists, and create new partnerships with cultural organizations who engage in similar activities.

(2) Design the process and timeline for AHB to reestablish our Individual Artist Grant Program, which ended in 2010 as a result of the elimination of the city's cultural funding. The re-instatement of funding for individual artists has been a long-time goal for AHB, especially because COBI's cultural funding grants are not available to individual artists.

---

Total Amount Awarded: \$ \$9,000 (2018) and \$9,000 (2019)

Have there been any changes to the scope of service since you received this award?

No  Yes (If yes, please explain in narrative section.)

Authorized Signature: \_\_\_\_\_ Date: November 28, 2018  
Print Name: Anne Smart

## 2018 Annual Report Questions

---

### Dates Covered by Report

From: January 2018 To: November 2018

#### 1) Progress

- a) Describe the project or work your organization has completed with Cultural Funding to-date. How is it going?

AHB expanded the 2017 – 2018 Arts in Education Consortium in several ways. In addition to expanding our partnerships and participation, AHB hosted a professional development workshop for artists and educators in June 2018. We partnered with Beverly Buehler of Puget Sound Educational District who facilitated the workshop along with teaching artist Gary Reed. The workshop focused on arts Infusion and illustrated how to incorporate a variety of art forms into public school core curriculum. Based on the success of the initial workshop, we hope to host another one in 2019.

The Professional Development Workshop was attended by classroom teachers, artist residents, program administrators and other potential participants. The workshop addressed topics including racial equity, defining arts infusion, and participatory examples of effective classroom residencies. By including a racial equity conversation, the workshop shed light on the divergent perspectives that each participant brings to the discussion and illustrated that arts-infused learning can be help present core curricula more equitably.

The workshop provided many concrete examples of effective and impactful arts infusion. Understanding how arts education can support core competencies will lead to better implementation of future residencies.

AHB staff and a small committee of board members have worked to research individual artist grants.

- b) Briefly describe progress made during the first year of funding against each of the indicators of success and/or metrics you identified in your proposal.

The following metrics illustrate the growth of the **Arts in Education Consortium** this year:

17 classroom residencies held in 2017–2018 (up from 14 in 2016 – 17 calendar year)

3 new teaching artists added to the roster, for a total of 15 teaching artists

38 classroom teachers participated, for a total of 135 instruction hours (up from 125 classroom hours in 2016- 17 calendar year)

1,339 student participants (up from 1236 in 2016 – 2017 calendar year)

3 schools were added to the consortium in 2018: Suquamish Elementary, Commodore Options School, and Bainbridge High School.

In addition to expanding the consortium, funds were used to research and establish a process for reinstatement of Individual Artist grants.

### **Individual Artist Grant program**

A committee of three board members and a part-time AHB staff member met to discuss potential options for reestablishing this grant program. The committee began by evaluating the process of the Bainbridge Island Arts & Humanities Fund. This AHB program operated from early 1990 until COBI funding ceased in 2010. The committee looked at the eligibility and evaluation criteria used during that time. Further research was conducted into how other arts organizations provide assistance to artists, including funding of special projects, professional development, and fellowships in addition to traditional grant programs.

The committee is weighing a variety of eligibility and evaluation criteria and is considering the merits of different grantmaking models. Specifically, the committee is researching merit-based, need-based, and project-based grants.

The committee will submit its proposals to the full board at the end of January 2019. An approach will be finalized at that time. We plan to seek funding to help support these grants through several foundations and through private donations. Our goal is to have successfully reestablished the Individual Artist Grant program by the end of 2019.

- c) What were the broader goals and objectives for your project or organization for 2018 and have they been achieved? If so, how? If not, why not? Are you on track to meet your goals for 2019? If not, are there any changes needed in evaluation or scope of work?

In 2018, AHB made several major shifts in its mission and strategic direction. As an outcome of our January 2018 strategic planning workshop, the decision was made to move away from sponsoring annual events and to focus instead on our role as a connector to and within the island's cultural sector. We have already instituted some changes in this direction and are on target to continue this process in 2019.

AHB will continue administering its two cornerstone programs, the Arts in Education Consortium and the Public Art Committee, whose work supports COBI's Public Art Program. We will also focus on incubating, through fiscal agency, individuals and organizations who will take on the administration of the events which we will no longer spearhead (specifically the Bainbridge in Bloom Garden Tour, the Celluloid Bainbridge Film Festival, and Poetry Corners).

Finally, AHB is embarking on a new and expansive endeavor: to host an online community cultural platform to bring the abundance of creativity in our community to everyone –

residents, cultural organizations, educational institutions, artists, musicians, volunteers and visitors alike. This platform is scheduled to go live in early 2019.

## 2) Financials and Financial Narrative

Complete the financial information appropriate to the type of award received:

- a) For general operating support, provide an actual income and expense statement relative to the organizational budget for the first year of funding. Please explain any significant changes to your organization's financial position.

b)

### **Arts & Humanities Bainbridge Cultural Funding Grant**

January 2018 - November 2018

#### Income

Cultural Funds Grant	9,000.00
<b>Total Income</b>	<b>9,000.00</b>

#### Expenses

Teaching Artist Expenses	5,300.00
Workshop Development	30.00
Program Administration	1,900.00
Individual Artist Research	1,770.00
<b>Total Expenses</b>	<b>9,000.00</b>

Net Income	0.00
------------	------

- c) For a project award, provide an actual income and expense statement relative to the project budget for the first year of funding. Please explain any changes and variances.

Arts & Humanities Bainbridge  
 Profit and Loss - Budget Comparison  
 For The YTD Period Ending November 30, 2018

	Farm to			General			Fiscal			TOTAL	Budget				
	Development	Art in Park	Bloom	Table	Dev	Operations	Programs	Arts Ed	Celluloid			Currents	Agency	OPG	General
<b>Income</b>															
Events															170,000
Fundraising															
One Call						9,149									9,149
Board															13,000
Click-A-Thon															15,000
Annual Drive						625									2,000
Other (Indiv / Corp)						9,884									10,000
Earned Income	150		37,635	40,145		1,170							1,214		51,393
Grant Income				12,752					18,100	2,244	28,289		889	12,898	113,977
WASAC								11,900							11,900
LTAC					2,500										2,500
BCF					22,481										22,481
COBI					6,500										6,500
Fiscal Agency Income											343				343
<b>Total Income</b>	150	37,635	52,897	6,500	45,809	-	30,000	2,244	28,289	-	343	-	2,103	12,898	218,868
<b>Expenses</b>															
Catering			4,100												4,100
Contractors		6,248		3,552	-	5,070		704	10,286				200	925	26,985
Honoraria / Awards						22,481		191					3,000		25,672
Licenses	440		25	1,099	150	2,338									4,052
Marketing/Advertising			615	63	409	109		1,500					5		2,701
Meals/Entertainment					100	338									6,000
Merchant Fees		5	226	864		137			14				36		-
Occupancy						7,058									2,282
Operations Expenses			418	136		12,957		34	68	238			34		7,058
Personnel						84,160									13,953
Postage/Delivery						524			3,233						84,160
Printing		62	1,427	205	143	589		7	15,353				865	743	3,780
Supplies		1,407	652	1,458		3,814		72	136				124	406	19,761
Teaching Artists								13,688							8,069
Vendors									50						13,688
Venue			1,000		25			2,540					1,079		50
<b>Total Expenses</b>	440	1,474	9,611	12,477	802	139,600	-	13,767	29,004	-	-	-	238	2,343	220,416
<b>Net Operating Income</b>	(440)	(1,324)	28,024	40,420	5,698	(93,791)	-	16,233	(715)	-	343	-	(238)	7,710	(1,548)
<b>Net Income</b>	(440)	(1,324)	28,024	40,420	5,698	(93,791)	-	16,233	(715)	-	343	-	(238)	7,710	(1,548)

# Arts & Humanities Bainbridge

## BALANCE SHEET

As of November 20, 2018

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Arts Ed - Columbia 0207	14,986.17
General Checking - Columbia 9840	28,766.87
Square Funds	5.00
<b>Total Bank Accounts</b>	<b>\$43,758.04</b>
Accounts Receivable	
Accounts Receivable	23,191.40
<b>Total Accounts Receivable</b>	<b>\$23,191.40</b>
Other Current Assets	
Investment Accts - Restricted for "Amy" and "Island Treasure" Awards	254,550.65
Payroll Refunds	3.70
Prepaid Expense - Gala	0.00
Prepaid expenses	0.00
Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$254,554.35</b>
<b>Total Current Assets</b>	<b>\$321,503.79</b>
Fixed Assets	
Accumulated depreciation	-18,039.76
Fixed Assets	16,380.56
Furniture and Equipment	4,644.43
<b>Total Fixed Assets</b>	<b>\$2,985.23</b>
<b>TOTAL ASSETS</b>	<b>\$324,489.02</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,321.40
<b>Total Accounts Payable</b>	<b>\$1,321.40</b>
Credit Cards	
Columbia Bank - Credit Card	2,540.14
<b>Total Credit Cards</b>	<b>\$2,540.14</b>
Other Current Liabilities	
Direct Deposit Payable	0.00
Payroll Liabilities	3,498.15
<b>Total Other Current Liabilities</b>	<b>\$3,498.15</b>
<b>Total Current Liabilities</b>	<b>\$7,359.69</b>
Long-Term Liabilities	
Line of Credit	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>

	TOTAL
<b>Total Liabilities</b>	<b>\$7,359.69</b>
Equity	
Net Assets - Unrestricted	34,703.99
Opening Balance Equity	0.00
Restricted	283,037.14
Net Income	-611.80
<b>Total Equity</b>	<b>\$317,129.33</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$324,489.02</b>