



City Manager  
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TRANSMITTAL MEMORANDUM
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TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: July 22, 2022

RE: **Ketchikan Area Arts & Humanities Council's Quarterly Activity and Financial Reports – April Through June 2022**

Pursuant to paragraph (a) of Section 14 of the 2022 Community Agency Funding Agreement between the City of Ketchikan and the Ketchikan Area Arts & Humanities Council, attached for City Council review are copies of the agency's quarterly activity and financial reports for the period April through June 2022. Should Councilmembers have questions regarding the reports, staff can attempt to respond accordingly.



# Ketchikan Area Arts & Humanities Council

Creating and Promoting Opportunities to Experience the Arts and Explore the Humanities

Lacey Simpson, Interim City Manager  
Ketchikan City Council  
334 Front Street  
Ketchikan, Alaska 99901

July 8, 2022

Interim City Manager Lacey Simpson and Members of the City Council:

**2022 Second Quarter program highlights:** Total in-person audience reached this quarter = 3,770. Online website visitors totaled 2,028, with over 30% being new to the website.

- Main Street Gallery:
  - April 1-29 - "Substantial Courage" A debut solo exhibit by Dawn Ritchie Rauwolf of unique mosaics and cement sculptures. Total in-person attendance for April was 302.
  - May 6-27 - "Foster Love / Foster Care" was a solo exhibit by Carmel Anderson in collaboration with the Ketchikan Indian Community exploring the challenges and triumphs of foster care. Total in-person attendance for May was 399.
  - June 3-July 29 - "Artists of Ketchikan Invitational", An exhibit designed to showcase Ketchikan artists for the annual summer visitors - we send visitors who come to the gallery to the Main Street Gallery to the for profit galleries that the artists are showing in. Total in-person attendance at the Main Street Gallery for June was 246.
  - Total Main Street Gallery in-person visitors this quarter: 947.
- 47<sup>th</sup> Annual Blueberry Arts Festival planning began in April with the release of the Call to Artists for the annual logo contest. Planning continues until the August event.
- April 9<sup>th</sup> - Artist Presentation with Main Street Gallery exhibiting artist: Dawn Ritchie Rauwolf
- April 9<sup>th</sup> - Opening of the 2<sup>nd</sup> Quarter exhibit at The Commons Gallery featuring local artist Danelle Kelly. The Commons Gallery is a collaboration of KAAHC and Tongass Federal Credit Union.
- April 23<sup>rd</sup> - Ketchikan Area Arts and Humanities Council Annual Meeting
- May 6<sup>th</sup> - KAAHC's Celebration of the Sea Art Walk - featured 24 arts businesses, showcasing 35 artists, plus the Blessing of the Fleet in collaboration with Pastor Keith Anderson, Bagpiper Bill Urquhart, and the US Coast Guard Color Guard. We estimate 2,500 people participated.
- May 7<sup>th</sup> - KAAHC featured a local ensemble as part of our Torch Nights Performing Arts Series - "A Night of Motown, Soul, and R&B" 12 artists made up the band, and we had 221 people attended. It was a fun event, and very well received!
- May 25<sup>th</sup> - We launched the 2022 City of Ketchikan Music on the Dock Summer Concert Series with the Schoenbar Middle School Jazz Ensembles. Performances ramp up in June and July on most Mondays, Tuesdays, Thursdays and Fridays. Performances are 12 to 1pm on Berth 2 if its sunny, berth 3 if it isn't. KAAHC administers this City program.
- June 8<sup>th</sup> - longtime KAAHC Administrative Manager Jeff Fitzwater retired.
- June 9<sup>th</sup> - KAAHC announced Job Opening for Administrative Manager
- June 14<sup>th</sup> - SummerSLAM! We had 16 story tellers and 64 people in the audience.

Find the profit/loss for second quarter report of activities attached as required. Please contact me if you need any additional information. Thank you for your commitment to the arts in our community!

  
Kathleen Light  
Executive Director



**Ketchikan Area Arts & Humanities Council**  
**Profit & Loss Excluding Fiscally Sponsored**  
April through June 2022

	<u>Apr - Jun 22</u>
Ordinary Revenue/Expense	
Revenue	
Grant Revenue	
Borough Operating Grant	6,250.03
Alaska State Council on the Arts	4,250.06
City Operating Grant	13,657.71
ASCA Professional Devo Grant	5,740.00
Total Grant Revenue	29,897.80
Corporate Sponsorship	2,750.00
Admission Revenue	5,454.90
Booth Revenue - Festivals	9,685.00
Donations, Fundraising	1,009.29
Interest Revenue	18.26
Memberships	12,381.57
Program Revenue	1,601.46
Gallery Revenue	9,790.00
Workshop/Entry Fee Revenue	515.00
Total Revenue	73,103.28
Gross Revenue	73,103.28
Expense	
Building Maintenance	257.85
Total Payroll Expenses (Salaries, taxes, medical ins.)	38,353.91
Utilities	
Electric	1,578.29
Telephone	538.46
Garbage	107.11
Total Utilities	2,223.86
Hospitality/Travel (grant funded)- Staff	3,332.73
Administrative supplies	6,170.71
Program Supplies	839.02
Dues & Subscriptions	2,066.11
Marketing	3,043.24
Postage	1,020.35
License & Fees	205.68
Bank/Credit Card Service Charge	924.04
Accounting	750.00
Printing/Ticket prep	2,486.76
Hospitality/Travel - Programs	954.59
Insurance - General	451.74
Repairs/ Tech. maintenance	697.30
Contract Labor	850.00
Awards / Scholarships	500.00
Artist Fees, Performing	3,600.00
Artist Fees, Gallery	7,436.25
Artist Fees, Instruction	300.00
Rental Expense	2,313.25
Miscellaneous Expense	0.00
Total Expense	78,777.39
Net Ordinary Revenue	-5,674.11
Other Revenue/Expense	
Other Revenue	
In-Kind Donation (donated services or materials)	821.82
Total Other Revenue	821.82
Net Other Revenue	821.82
Net Revenue	-4,852.29