

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda date: February 4, 2008

Reviewed by: *BP*

SUBJECT: Accepting donations for the newly created Poet Laureate Program

REPORTED BY: Penelope Leach, Recreation and Community Services Director

RECOMMENDATION

Authorize the establishment of a trust fund for the Poet Laureate Program created by the Arts Committee and authorize staff to accept the contributions.

BACKGROUND

The Arts Committee has created a Poet Laureate Program for the City of Albany. As stated by the Committee, "The honorary position of the Poet Laureate is given to a writer who uses poetry to express and celebrate a spirit of community throughout the year and to foster a love of poetry and literature among citizens young and old. The year 2008 is Albany's Centennial year and is thus a fitting time to begin a Poet Laureate program that will help us celebrate our shared history and community."

The Poet Laureate is responsible for a number of things including publicly presenting the City with at least four new poems each year for public occasions such as the first day of spring, Memorial Day Services, July 4th, and/or Albany's Centennial Day to name a few. The Poet Laureate is also responsible for holding a poetry workshop at the elementary schools or middle school, public readings of his/her work, and participating in activities that promote poetry throughout the community. Please see attached A for additional details regarding the Poet Laureate program.

The Arts Committee hopes to solicit donations to support the Poet Laureate Program. Donations made to the Poet Laureate Program will pay for costs of the honoraria, publicity, publications, and other related Program expenses. The Committee has proposed an honoraria of \$1,500 for the first two-year period.

DISCUSSION

Staff met with the Finance Director to determine what needed to be completed in order to accept donations for the Poet Laureate Program. The Finance Director recommended a Trust Fund that would be dedicated to the Poet Laureate Program so that funds could be easily tracked. The recreation staff liaison to the Arts Committee would be responsible for all revenue and expenses pertaining to the trust fund.

FINANCIAL IMPACT

No financial impact to the City as all funds for the program will come from donations.