

# **Cultural Access Collaborative Steering Committee Info Session**

**Thanks for joining us! We will get started shortly!**



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# Access Notes

- Real-Time Captioning
  - includes Streamtext link
- ASL Interpretation
- Use Chat to submit questions and to alert us to access issues
- Hide Chat Previews if alerts are a barrier to access

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# History of The Collab

The Beginnings -CCAC (2013-2015)

Equipment Loan Program (2016)

Non-profit incorporation (2017-2018)

New initiatives (ICAN) & Strategic Planning (2020)

Expanded Vision and Name Change (2023)



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# Mission & Philosophy

*To empower Illinois' cultural spaces to become more accessible to visitors with disabilities*

How do we serve this mission?

- Acknowledge that everyone is at different places on their access journey
- Incremental change leads to lasting change
- Through positive encouragement and striving to go beyond compliance
- Volunteer-run Board, Co-Chairs, and Steering Committee members



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# Organizational Flow

## Executive Committee of the Board

Can act on behalf of the board

Oversees Co-Chair selection

Meets regularly with current Co-chairs

## Board of Directors

Oversees legal and fiduciary responsibilities

Relationship and partnership building

Fundraising and grant writing oversight



# Organizational Flow Cont...

## Steering Committee Co-Chairs

Oversees day-to-day work of the Collab and SC

Maintaining financial records and tracking

Ensures program goals are mission-based/obtainable

## Steering Committee Members

Oversees planning, execution, support of mission-based programming

Builds relationships with cultural orgs & disability communities

Support other administrative needs as necessary



# Steering Committee Expectations

## Qualifications for Applicants (not an “all or nothing” deal)

- Experience with program creation, admin skills, knowledge of accessible technology
- Professional or personal experience with disability and accessibility at cultural institutions
- Have a passion for making cultural spaces more accessible, are a great communicator, and are able to manage your time independently
- Cultural Access Collaborative values the experiences of people who have disabilities; individuals with disabilities are encouraged to apply



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# Steering Committee Expectations

## Term Details

SC members commit to a 2-year term

Involvement with subcommittee assigned on annual basis

Status/Progress check-ins with Co-chairs

Opportunity to remain on the SC for additional term(s) upon annual review and goal-setting with Co-Chairs



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# Steering Committee Expectations

## Time Commitment & Additional Responsibilities

Monthly SC Meetings (in-person or via conference/virtual), attend PD

Participation in additional subcommittee communication and meetings

Email communication is a MUST, with high rate of response time

Flexibility is a part of our culture and is a part of accessibility

## Leadership Areas

Programming + Leading PD Topics

Subcommittee Leads

Examining/improving processes



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# Access Calendar

**Cultural Access Collab maintains a calendar of accessible events presented across Chicagoland, and now all of Illinois.**

1. Organizations submit events and indicate which accessible services will be provided.
2. Events are reviewed by Access Calendar team (2-3 members)
3. Events are put into the Collab's online Access Calendar. Also shared on our social media outlets by our Programming and Communications Coordinator
4. Statewide Approach--building more pathways to share programming



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# Equipment Loan

**Cultural Access Collab offers free short-term equipment loans to Chicago-area cultural organizations.**

We help support organizations that are interested in access, but may not have the funds to support buying accessible technology. You can borrow from us and prove to your colleagues that it is worth it!



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# Equipment Loan

**The Collab maintains an inventory of equipment at the Peggy Notebaert Nature Museum, which then is used all over the Chicagoland area.**

1. Organizations submit requests through EL process on our website
2. Requests are reviewed by Equipment Loan team and required paperwork distributed to organization (2-3 members)
3. Requests are then confirmed/coordinated



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# Equipment Loan

Types of equipment available:

- Stationary Audio Description Kit
- Stationary Assistive Listening System
- Portable FM Assistive Listening/AD System
- DIY Captioning Equipment
- Statewide Approach-exploring the future of Equipment loans!



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# Professional Development

Cultural Access Collaborative has offered **65+** educational programs engaging more than **5,000** cultural administrators.

In the past three years, virtual programming has allowed us engage both audiences and speakers from outside of the Chicagoland area, which has been a catalyst for our expanded statewide vision



# Professional Development

Types of trainings offered:

- Intro to accessibility
- Deeper dives into specific topics
- Book club style events - where participants are encouraged to read or watch something before attending.
- Lunch and Learns - casual conversations with peers on topics
- Socials - opportunities to network with others in the field of access
- Annual Fundraiser



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# Professional Development

The desired audience for programs differs based on content (museum professionals, theatre professionals, gallery spaces, educational staff)

We aim for professional development to be engaging and not too intimidating for anyone! It's all about the incremental changes!



# Community Engagement

Promotional Support-Sharing out professional development opportunities with known and new networks

Tapping new partnerships and contacts for in-person events, speakers for professional development programs

Attending networking and community events to spread the word about the Collab and to help build trust



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# Additional Support Areas

Interested steering committee members can help with seeking out funding or grant opportunities, creating smaller funding events

SC members also assist Co-Chair and Board Leadership with reconciliation of annual fund gifts, such as writing thank you notes, some light bookkeeping

Assisting Programming and Communications Coordinator with Social posts, sharing interesting content in cultural accessibility



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# Most importantly...

Involvement with the Steering Committee is about collaborating with passionate peers in a fun, open environment who are all advocating for the same thing--**the inclusion of more people in cultural experiences!**



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# Perspectives from current members

Why did you join the Steering Committee? What keeps you engaged?

What professional development growth or skill set has involvement with the Steering Committee helped develop or hone for you?

What areas of leadership in the Cultural Access Collab are the most exciting for you? How has the Collab built or contributed to your "access allies" network and/or toolkit for your organization?



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# Live Q&A

**Submit your questions in the CHAT or select the “Raise Your Hand” feature to ask your question live!**



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# Join Our Steering Committee!

- 2 year term (2023-2025)
- Recruiting across Illinois
- Application Deadline: **May 1**
- Questions?  
[info@culturalaccesscollab.org](mailto:info@culturalaccesscollab.org)



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