

MOSCOW ARTS COMMISSION



Lauren McCleary
Commission Chair

~Agenda~

Kathleen Burns
Staff Liaison

<http://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

**Tuesday
February 13, 2018**

5:00 PM

**City Council Chambers
206 E Third St**

Welcome and Introductions

1. Approval of Moscow Arts Commission December 12, 2017 Minutes

2. Approval of Moscow Arts Commission January 18, 2018 Minutes

3. Public Comment (10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Moscow Arts Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

4. ICA Presentation - Jutta Geurtsen

Jutta Geursen, Idaho Commission on the Arts Community Development Director, will present on opportunities available through Idaho Commission on the Arts.

ACTION: Receive report and give direction to staff as needed.

5. ICA Grant Funded Project - Public Art Brochure Update - Kathleen Burns

As part of an Idaho Commission on the Arts grant project, a brochure featuring the city owned public art has been drafted by Melissa Rockwood from Rdesgin.

ACTION: Approve developing a final version of the brochure to print or provide direction to staff as necessary.

6. Elections Clarification

7. MAC Strategic Planning - Jen Pfiffner, Assistant City Supervisor

Staff is pleased to assist the Moscow Arts Commission in a strategic planning process.

ACTION: Receive report and provide staff further direction as deemed necessary.

8. Committee Reports

A. Artwalk / Events

B. Community Outreach

C. Public Art

D. Third Street Gallery

9. Director's Report

10. Future Meetings

- A. MAC Regular Meeting - March 13, 2018 at 5:00 PM in the Council Chambers

11. Upcoming Events

- A. Gallery Reception - Palouse Horse; Celebrating 80 Years of the Appaloosa Horse Club - March 8, 2018 from 5-7 PM
- B. Moscow Artwalk 2018 - June 15, 2018
- C. Mayor's Arts Awards - October DATE TBD, 2018 from 7-9 PM in the 1912 Center Great Room

Adjourn

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

MOSCOW ARTS COMMISSION



Iris Mayes
Commission Chair

~Minutes~

Kathleen Burns
Staff Liaison

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**Tuesday
December 12, 2017**

5:00 PM

**Paul Mann Building
Conference Room
221 E. Second St**

The meeting was called to order at 5:04 PM

PRESENT: Lauren McCleary, Diane Walker, Katherine Clancy, David Wilson, Matthew Harden, Rachael Eastman, Christine Gilmore

ABSENT: Iris Mayes Vice Chair, Donna Woolston

ALSO IN ATTENDANCE: Kathleen Burns, Staff Liaison; Jim Boland, Council Liaison; Jen Pfiffner, Assistant City Supervisor; DJ Scallorn, Arts Assistant; Jenny Ford, Moscow Chamber of Commerce Director;

Welcome and Introductions

McCleary called the meeting to order in chair Mayes' absence.

1. Approval of Moscow Arts Commission November 14, 2017 Minutes

RESULT:	ACCEPTED AS AMENDED [6 TO 0]
MOVER:	Christine Gilmore
SECONDER:	Katherine Clancy
AYES:	McCleary, Walker, Clancy, Wilson, Harden, Gilmore
ABSENT:	Iris Mayes, Donna Woolston
LATE:	Rachael Eastman

2. Public Comment (10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Moscow Arts Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

No public comment.

3. Law Enforcement Appreciation Day-Commemorative Tile Mural Project - Jenny Ford, Moscow Chamber of Commerce Director

Ford said on January 9, 2018 a joint project with the City of Moscow, County, Chamber of Commerce, and Wild at Art will be hosted to honor the men and women of service.

[Eastman arrived to the meeting]

The project will feature the creation of tiles for a mosaic to be installed at the County Court House exterior entrance off 5th Street and Van Buren. Wild at Art will provide the mosaic tiles, supplies, and do the final firing (paid for by the City of Moscow with funds from an Idaho Commission on the Arts Grant). The mural will be created with the help of the public and will feature a design and quote that

Minutes Acceptance: Minutes of Dec 12, 2017 5:00 PM (Welcome and Introductions)

is indicative to men and women of service. On January 9, 2018 a free catered lunch will be available to anyone from Idaho State Police or the Moscow Police Department and the blueprint of the mosaic will be displayed. The final mosaic will be created and installed in time for an unveiling for Artwalk on June 15, 2018.

4. MAC Strategic Planning - Jen Pfiffner, Assistant City Supervisor

Staff is pleased to assist the Moscow Arts Commission in a strategic planning process. Work to date has included work to begin compilation of the MAC history, assisted by members Clancy and Walker and development of Operational Overviews by staff. A workshop has been scheduled for Sunday, January 28th to review and discuss the MAC Mission Statement and begin framing issues. Planning work for this meeting includes an update on the history project by Clancy and Walker and presentation of the draft Arts Department Operational Overview by Pfiffner.

ACTION: Receive report and draft document at meeting for review and future discussion or provide staff direction as deemed necessary.

Pfiffner provided a draft Operational Overview document which highlights the tasks and events in the Arts Department. This will be a starting point for the Strategic Plan. Pfiffner asked the Commission to email her any thoughts or ideas for the Operational Overview making sure to include any events or projects that the Moscow Arts Commission may have done in the past or will be doing.

Clancy reported that the history of the Commission is developing, that she and Walker have been in communication with previous Commission members, learned where to find old Commission minutes, and will be conducting oral histories with key individuals. Walker said Joann Muneta, a previous Commission member, provided a lot of information from the inception of the Arts Commission and that Dulce Kersting-Lark from the Historic Society recommended archiving all the original documents developed from this collection of the Arts Commission's history with the Latah County Historical Society so they are available for people doing research. Walker will make arrangements to go through the Arts Department's digital files after the New Year.

[Pfiffner left the meeting]

5. Chair and Vice Chair Elections

McCleary called for nominations for the chair and vice chair positions. Walker nominated McCleary for chair and Gilmore for vice chair. Wilson seconded. Discussion ensued. Vote by Acclamation: Ayes: Seven (7). Nays: None. Abstentions: None. Motion carried. Burns will bring the Roberts Rules of Order to the January meeting for the Commission to review.

6. Presenting on Public Art at the Library - Kathleen Burns

Staff will give a report on the selected public art at the Library including a brief description of the selected work by artist Melissa Cole and an update on the project.

ACTION: Receive report and provide direction to staff as needed.

Burns reported that the selected artist for the public art at the Library (Melissa Cole from Spokane Valley, WA) will be installing a mural in time for Artwalk on June 15, 2018. The creation of the mural will include three community workshops which will be open to people of all ages. Promotions for the upcoming installation will include flyers for the workshops; a tri-fold board at the Library; and yard signs for the Library's garden. Discussion ensued regarding: how some artists felt frustration with the process for this call for art (including the first rescinded call; the extension of the review period for the works submitted for the second call; and the inclusion of an online comment process in the second call). The consensus was that future calls for art would be open to a broader area so more options will be available for review, to include any details on online comment processes to be used,

and that if future online comment processes were utilized that videos of the submissions would be used instead of photos.

7. Committee Reports

Reports from Commission committees providing updates on making recommendations for the Commission to vote on as needed.

A. Artwalk / Events

Burns said staff is looking at booking a band from the Block Party for Friendship Square and The Cummerbunds (previously known as Igor and the Swamp Donkeys) at 1st and Main. A planning meeting with an Artwalk music group will be held in January 2018 to begin looking at what bands to book for the event.

B. Community Outreach

Gilmore reported that she and Wilson met to discuss the purpose of the Committee and that they had some suggestions for future projects, including: reviewing the name of the Committee during the Strategic Planning process; a closing reception for the end of Tiffany Midge's term as the Poet Laureate; and possibly reworking the Poet Laureate to be an artist in resident program which would rotate between different types of art (poetry, music, dance, etc.) and that the resident might serve as a Commission member. Discussion ensued regarding: keeping the Laureate program; adding a University Student MFA Residence with a rotating featured type of art; and hosting a Gallery exhibit as part of the University Student MFA Residence.

C. Public Art

Eastman reported that the N Couplet and C project and Water Reclamation & Reuse Facility vinyl wrap projects are developing. Idaho Transportation Department will have a tree at the N Couplet removed that is blocking the sight lines and Burns is meeting with them to discuss the parameters of the art so the call can be developed. The Water Reclamation & Reuse Facility has an electrical box at their entrance that they would like developed into an informative vinyl wrap. Burns is working with the Graphic Design professor at the University of Idaho to have designs developed for the Water Reclamation & Reuse Facility vinyl wrap and the bus shelter on the University of Idaho campus in front of the Wallace Complex. Discussion ensued regarding: including in future calls for vinyl wraps what theme would best suit the location and be more site specific.

Eastman reported that the artist studio tours in Spokane, WA were a great opportunity to meet artists and have great conversation.

Harden said he would like to see a bench project developed where artists would create prototypes for downtown benches; these prototypes would be displayed at local community events (Rendezvous, Ren Fair, Artwalk, etc.) so the public could comment; and a final design would be selected, developed, and installed in downtown Moscow. The consensus was to have the Public Art Committee look at developing this idea.

D. Third Street Gallery

Walker reported that the Vandal Traditions exhibit was successful with a final speaker series in November with nearly 70 attendees.

The Many Faces of Dance has been installed and the reception will be in January.

Upcoming exhibits in 2018 will include a show with the Appaloosa Horse Club museum and a curated show from Jennifer Rod. The show with Jennifer Rod will take the place of the Moscow Inked exhibit which was tentatively planned for May 2018.

8. Director's Report

ACTION: Approve report or provide staff further direction.

Burns said hopefully an Olympic Foundry will be able to develop 30 tree grates. The Idaho Commission on the Arts Entry Track Grant and Public Art Grant reports are due December 18th. The Arts Department Staff Vacations have Scallorn and Burns out parts of December.

Harden reported that Burns, Anna Marie Shannon, and the director of the new museum at WSU met to discuss hosting the NOWPAC at Moscow City Hall and utilize other local businesses for meeting space (Café Artista, Kenworthy, Library, etc.). An additional planning meeting will be held in January 2018.

Burns reported that the Mural Cultural Café will be looked at for March 2nd and 3rd. Gilmore, Clancy, and Eastman said they would be unavailable these dates.

Burns said a survey to the MAC Band members will go out to gather information on where the MAC Band will be located in 2018. Options are the Market, Artwalk, and Friendship Square. Gilmore suggested having the Band play at the skate park and additional parks if possible.

9. Future Meetings

- A. MAC Regular Meeting - January 9, 2018 at 5:00 P.M. in the Council Chambers
- B. Strategic Planning Workshop Meeting - January 28, 2018 from 2-5 P.M. in the Council Chambers
- C. MAC Committee Report to City Council - February 5, 2018 Starting at 7:00 P.M. in the Council Chambers

10. Upcoming Events

- A. The Many Faces of Dance Reception - January 19, 2018 5-7 P.M. at City Hall
- B. Moscow Artwalk 2018 - June 15, 2018
- C. Mayor's Arts Awards - October DATE TBD, 2018 from 7-9 P.M. in the 1912 Center Great Room

Adjourn

The meeting was closed at 6:26 PM

MOSCOW ARTS COMMISSION



Lauren McCleary
Commission Chair

Workshop
~Minutes~

Kathleen Burns
Staff Liaison

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Thursday
January 18, 2018

4:00 PM

Mayor's Conference Room
206 E. Third St

The meeting was called to order at 4:04 PM

PRESENT: Lauren McCleary Chair, Donna Woolston, Diane Walker, Katherine Clancy,
David Wilson, Matthew Harden, Rachael Eastman, Christine Gilmore Vice Chair

ABSENT: Caitlin Wikel

ALSO IN ATTENDANCE: Kathleen Burns, Staff Liaison; Kathryn Bonzo, Council Liaison; Jen Pfiffner, Assistant City Supervisor; DJ Scallorn, Arts Assistant;

Welcome and Introductions

McCleary called the meeting to order.

1. Mission Statement Review - Jen Pfiffner

This work includes a review of the organization's current mission statement to determine if it encapsulates the direction the Commission has intended. This mission with accompanying values as needed provide the context for weighing issues as they are identified and prioritized. If adjustments are needed to better provide that framework, the mission statement and values are adjusted accordingly before development of the strategic plan.

The current mission statement for the Moscow Arts Commission is:

The purpose of the Moscow Arts Commission is to enrich the life of the community by celebrating and cultivating the arts. As advocates for the arts, our goals are:

- *Provide innovative, cooperative, and accessible programs that are responsive to the needs and emerging opportunities in our community.*
- *Support artists by creating opportunities for their work to be experienced and their value recognized.*
- *Promote an understanding of the economic value of the arts to the community.*

PROPOSED ACTIONS: Discussion of current mission statement intent and language changes as the Commission sees fit.

Pfiffner referenced the Arts Commission's purpose statement on the agenda. Pfiffner recommended changing this statement into a mission statement and asked for any recommendations or suggested changes.

[Woolston arrived to the meeting]

Minutes Acceptance: Minutes of Jan 18, 2018 4:00 PM (Welcome and Introductions)

The Commission discussed the Arts Commission's original statement found by Walker in her research on the MAC's history, which was noted as being the specific charge to the Commission from the Council as outlined in Ordinance #1999-39.

[Wilson arrived to the meeting]

[Eastman arrived to the meeting]

The Commission came to the consensus to continue working on the mission statement and that the current working draft should be as follows:

The mission of the Moscow Arts Commission is to enrich the life of the community by celebrating and cultivating the expression of all forms of art and culture. As advocates our values are to:

- *Provide innovative, cooperative, and accessible service that is responsive to _____ opportunities.*
- *Recognize and promote artists by creating opportunities for their work to be experienced and their value to be recognized.*
- *Promote an understanding of the social and economic value of the arts to the community.*
- *Provide leadership and acting as a resource as part of the conversation with partner agencies, city leaders, and the community.*
- *Arts is an essential service that provides economic value and deliverables to the community's quality of life.*

2. Issue & Goal Statement Brainstorming – Jen Pfiffner

The planning process consists of a review of where the organization is today operationally and in a broader sense through any previously gathered data and reports. If there's information that has yet to be gathered, additional work to collect data through surveys, focus groups, trend analysis, etc. may be required. A review of these resources, the challenges it faces, and where these intersect with potential opportunities or obstacles is conducted. Through this comprehensive review, a sense of direction for, and specifically a sense of the challenges faced by, the organization will come to light. The planning process consists of a review of where the organization is today operationally and in a broader sense through any previously gathered data and reports. If there's information that has yet to be gathered, additional work to collect data through surveys, focus groups, trend analysis, etc. may be required. A review of these resources, the challenges it faces, and where these intersect with potential opportunities or obstacles is conducted. Through this comprehensive review, a sense of direction for, and specifically a sense of the challenges faced by, the organization will come to light.

PROPOSED ACTIONS: Discussion and brainstorming of challenges and opportunities facing the MAC.

Pfiffner asked the Commission to brainstorm ideas, issues, or goals. The following concepts were posed by the group as an initial collection of opportunities and challenges currently facing the Commission:

- Dedicated arts space/funds, similar to green space dedications.
- Need for improved structure and process for Commission business
 - Elections

- Budget
- Project Planning
- Managing expectations for Commissioners, volunteers and staff - show value
- Poet Laureate options
- Residency grants
- Arts grants
- Fundraising options for grants, projects and programs
 - i.e. Latah County Arts & Culture Committee
- Encourage businesses to promote public arts
 - Provide plinths/base structures, etc.
- Organization of regional events - managing calendars
- Coordination with other departments, building, 1%, projects, etc.
- University - what opportunities are there?
- Commission numbers
 - Recruitment needs
 - Representation of various art forms
 - Difficulty recruiting young members - lacking the social aspect?
- Volunteer programs potential
- Artist in residency potential
- Outreach - Education - Workshops - Pop Up Events
- Working with youth
- Art for the sake of art...

The meeting was closed at 6:26 PM