MOSCOW ARTS COMMISSION

Lauren McCleary
Commission Chair

Regular Meeting
~Agenda~

Megan Cherry
Staff Liaison

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

Tuesday **Paul Mann Building**

5:00 PM

November 13, 2018 **221 E Second St**

Welcome and Attendance

1. **Approval Of Moscow Arts Commission September 11, 2018 Minutes (ACTION ITEM)**

   Documents:

   MINMAC20180911.DOCX

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 minutes.

3. **Community Kickoff Event, Josh Skinner, Lionel Hampton Jazz Festival Manager (ACTION ITEM)**
   Discuss the possibility of a joint event sponsored in part by the Arts Commission.

   ACTION: Decide if the MAC would like to co-sponsor an event. Form sub-committee to continue working with Skinner on developing the details of the event.

4. **Nominations For Chair (ACTION ITEM)**
   A vote for the Commission chair will be held in December.

   ACTION: Make recommendations for Commission Chair.

5. **Nominations For Vice Chair (ACTION ITEM)**
   A vote for the Commission chair will be held in December.

   ACTION: Make recommendations for Commission Chair.

6. **Appaloosa Horse Club Bus Shelter Timeline (ACTION ITEM)**

   Designer Melissa Rockwood has completed a draft of the Appaloosa Horse Club bus shelter timeline.

   ACTION: Review the draft of the bus shelter. Either approve the draft or give feedback on changes. Discuss budget for the project as needed.

7. **Committee Reports**

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

   1. Artwalk / Events
   2. Community Outreach
   3. Public Art
   4. Third Street Gallery
   5. Mayor's Arts Awards

8. **Manager's Report**

   The Arts Program Manager will give a brief update to the events and projects the Arts Department is working on.

9. **Future Meetings And Upcoming Events**

   1. Public Art Committee Meeting (fourth Tuesday of the Month) - November 27, 2018 at 5:00 PM in the Mayor's Conference Room
   2. Third Street Gallery Exhibit: "STUFF", exhibit runs through January 2, 2019
   3. Third Street Gallery Exhibit: "STUFF", speaker series: December 6 in the Council Chambers (5-7 p.m.)
   4. MAC Regular Meeting - December 11, 2018 at 5:00 PM in the Council Chambers

Adjourn

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MOSCOW ARTS COMMISSION

Lauren McCleary
Commission Chair

~Minutes~

Kathleen Burns
Staff Liaison

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

Tuesday **September 11, 2018**	**5:00 PM**	**City Council Chambers** **206 E Third St**

The meeting was called to order at 5:01 PM

PRESENT: Lauren McCleary Chair, Matthew Harden, Christine Gilmore Vice Chair, Cindy Barnhart, Katherine Clancy, Diane Walker, Caitlin Wikel,

ABSENT: David Wilson, Donna Woolston, Linnea Sheneman;

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

Welcome and Introductions

Chair McCleary called the meeting to order.

1. **Approval of Moscow Arts Commission August 14, 2018 Minutes**
   Gilmore moved that the minutes be approved as amended; Wikel seconded approval of the August 14, 2018 minutes. Motion carried.

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 minutes.

   No public comment.

3. **MAC Strategic Planning - Jen Pfiffner, Assistant City Supervisor**
   Strategic Planning work to date has included development of a draft Operational Overview document, cataloging the day-to-day activities of the Arts Department and the Commission has updated and finalized the mission and values statements. Work on the history of the MAC is ongoing.

   Current work includes definition of issues and opportunities. Brainstormed ideas to date have been shared for feedback from members over the past several weeks.

   ACTION: Review and confirm listed issue and opportunity ideas and provide staff direction to move forward with drafting more detailed issue and opportunity statements for further review.

   The topics brainstormed at the Strategic Planning meeting at the beginning of the year were shared via email. After receiving no changes, Pfiffner drafted statements to develop. Pfiffner shared a major challenge from the Farmers Market Commission's Strategic Plan to offer an example of how these opportunity statements are written; how these point out something that needs to be fixed, addressed, or is a goal for the Commission; and how these make up the action / strategies (to-dos for the Plan).

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Discussion ensued regarding: what's next in the Planning process, wording in the major challenge area example and what could be added or changed and how issue statements are ways to plan for needs. The Commission came to consensus to have Pfiffner begin drafting issue statements for the Commission to review.

4. **Mayor's Arts Awards**
Katherine Clancy will present local artist Shelly Gilmore design for the Mayor's Arts Awards recipients. These flower vases will hold fresh flowers / water and a plaque can be added for the engraving of the award title.

ACTION: Approve the award design and commission Shelly Gilmore to create awards for each category.

Shelly Gilmore has been asked to develop custom awards for the Mayor's Arts Awards recipients. The proposed style is a custom vase that could hold flowers. A tag would be added to Shelly's design highlighting the award being received by the individual. Discussion ensued regarding making the awards larger than the prototypes presented; adding wackier found objects; the potential for pieces of the award to be kinetic; the budget for each award (including flowers) is $100; and that each award would include a card highlighting how to care for the item.

McCleary called for a motion. Barnhart moved to accept Shelly Gilmore as the artist to create the Mayor's Arts Awards award with the Awards Planning Committee communicating feedback from the Commission to the artist. Walker seconded. Vote by Acclamation: Ayes: Five (5). Nays: None. Abstentions: One (1 - Gilmore). Motion carried.

5. **ACLU Mural - ICA Grant Funds - Kathleen Burns, Arts Director**
Expense funds for ACLU mural project from Idaho Commission on the Arts grant.

ACTION: Accept to spend funds or give direction to staff as needed.

The Department has been approached to help fund the ACLU mural. There is a balance in the Entry Track Funds ($2,500) and Idaho Commission on the Arts has approved the expenditure of the funds for the mural. Burns asked for the Commission to accept the expenditure of these funds.

Walker moved to approve spending the remaining $2,500 from the Entry Track Funds for the ACLU mural. Wikel seconded. Vote by Acclamation: Ayes: Six (6). Nays: None. Abstentions: None. Motion carried.

6. **NOWPAC Volunteers Needed - Kathleen Burns, Arts Director**
A volunteer is needed from the Commission members registered for the NOWPAC to assist with: Public Art Tour Bus; Door Greeters; Registration; and the ACLU Mural Launch Assistance.

ACTION: Commission members registered for the NOWPAC volunteer for each needed event.

Burns said she is asking the Commission members registered for the NOWPAC to assist with the event.

7. **Community Reports**
Artwalk / Events
No update.

Community Outreach
No update.

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Public Art
Burns reported that the Committee decided to commission a chainsaw artist. Scallorn reached out to the selected artist via message on Facebook and the artist is now in communication with City staff to develop and design a bear from the stump at East City Park for an amount not to exceed $1,000. This total would include lodging, food, design, and creation of the bear.

Before Burns retires she will meet with individuals on the C and Main project so the project can continue to be developed.

Lighting pole substrates have been approved to replace the basalt plinths at the HIRC. These will be a darker color than gray concreate and will address the failing basalt supports used by the artist when the work was installed.

Third Street Gallery
Walker reported that the University of Idaho would like to promote community events and the STUFF exhibit was mentioned as something to include.

Burns reported that the opening for the STUFF exhibit and first speaker series was the first week of September. The remaining speaker series are the first Thursday in October, November, and December.

Mayor's Arts Awards
Gilmore reported that a dessert centerpiece will be the focus of each table and Woolston is looking to see if the Kitchen Counter can cater. A pianist will perform at the awards ceremony and a graphic artist is donating the design for all the printed material.

8. Director's Report
Burns reported that she is retiring.

9. Future Meetings And Upcoming Events

1. Public Art Committee Meeting (fourth Tuesday of the Month) - September 25, 2018 at 5:00 PM in the Mayor's Conference Room
2. Third Street Gallery Exhibit: "STUFF", exhibit runs through January 2, 2019
3. Third Street Gallery Exhibit: "STUFF", speaker series: October 4; November 1; and December 6 in the Council Chambers (5-7 p.m.)
4. MAC Regular Meeting - October 9, 2018 at 5:00 PM in the Council Chambers
5. Palouse Plein Air Competition: September 15 to September 21
6. NOWPAC - September 18 & 19
7. Palouse Plein Air Awards and Reception - September 21, 2018 from 5-7 PM at the Prichard Art Gallery in the Children's Education Studio
8. Palouse Plein Air Exhibit - September 21 (starting at 5:00 PM) to September 29 at the Prichard Art Gallery in the Children's Education Studio
9. Mayor's Arts Awards - October 25, 2018 at 7:00 PM at the 1912 Center

Adjourn

The meeting adjourned at 6:12 PM

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