



Arts & Culture Commission
WORK STUDY MEETING
7501 E. Skoog Blvd., Conf. Rm. 428
5:30 p.m., Wednesday, January 8, 2020

Minutes

1. Call to Order & Welcome

Vice Chairperson Smith called the meeting of the Arts and Culture Commission to order at 5:24 p.m.

2. Roll Call

Members present: Vice Chairperson Nany Smith, Commissioner Andy Sinclair, Commissioner Edward Lira, and Commissioner Zach Moss. Staff present: Brian Witty, Parks & Recreation Director, Isabella Chewing, Recreation Coordinator and Kathy Wise, Administrative Support II.

3. Approval of Agenda

Vice Chairperson Smith asked if there were any changes to the agenda. Hearing none she asked for a motion to approve the agenda as presented.

Vice Chairperson Smith made a motion to approve the agenda as presented.
Commissioner Lira seconded the motion. Motion carried unanimously by those members present.

4. Orientation

Director Witty gave a breakdown in regards to staff roles:

- Outreach to Isabella Chewing should be in regards to committee functions and goals.
- Committees meet first Wednesday of month with flexibility
- Staff, commissioners, or committees can make a request to have a meeting
- Second Wednesday of month is reserved for work study
- Third Wednesday is reserved for regular (televised) meeting

Commissioner Lira questioned about when budget will come into play in 2020.

- Director Witty answered it will come in March 2020
- Vice Chairperson Smith noted that the budget must reflect the want/need for Lakeshore sculpture
- Budget is a function of staff in support of the commission

Review of schedule for 19/20

- Discussed voting/non-voting new member in Zach Moss
- Commissioner Sinclair asked for clarification on quorum with a new non-voting member
- Director Witty explained that even with a new non-voting member we will still need three for a quorum

Review of committees

- Vice-Chairperson Smith made an example that commissioners can make public contacts and that the staff does the ground work after those contact/connections are made.



- Director Witty encouraged Zach Moss to possibly co-chair for Family Arts Festival
- Kathy Wise made note that Zach Moss has received a year's worth of minutes in his orientation binder.

Review of orientation handbook

Review that in person or email correspondence can and will constitute a quorum if there are more three or more voting or non-voting members present in the conversation. Do not reply to all, please respond only to the originator/author of the message.

Director Witty discussed the operational change from Kathy Wise being our note taker to being an administrative role.

- Mrs. Chewning will be taking on the scribe role and will be present at all work study and commission meetings.

Review that any commissioner can make an agenda request to Director Witty and or Chairperson so long as that request is made prior to the second Monday of the month.

5. Other

Create-A-Tree had 34 trees this year and 475 votes for the People's Choice Award

- It was discussed by Mrs. Chewning that we may have had less votes due to the library asking us to move the voting table, it was hidden a bit behind the Arts & Culture tree.
- We had more participation from individuals and less from businesses this year.
- Commissioner Sinclair asked what effect the Festival of Trees had on Create-A-Tree this year.
- Mrs. Chewning responded that there were some businesses who did not participate in Create-A-Tree but participated in Festival of Trees instead. We still ended up with good participation in Create-A-Tree and just a few more than the year prior.

Youth Arts Month – Mrs. Chewning discussed dates/times and the need for Chairperson Quisenberry to participate in a committee meeting next month to discuss Youth Arts Month further.

Mrs. Chewning brought forward the idea of the library participating in Youth Arts Month in representation of their art club.

- Vice Chairperson Smith said that she thinks it will be a good idea
- Edward wanted to make sure that the other schools would not be losing out on space
- Director Witty asked that we ensure there would be no change in space allocated to other schools and that if a student from the Art Club won a prize the instructor award would not go to the Library.
- Commissioner Lira volunteered to be the co-chair for Youth Arts Month.

Family Arts Festival will be held on April 4th, 2020 from 9am – Noon



Commissioners made aware of the need for volunteer hours for Family Arts Festival

Vice Chairperson Smith discussed the Lakeshore sculpture

- They are working on refining processes and will report back soon
- Considering grants and fundraising

May's regular meeting may need to be moved to an earlier Wednesday. There is a conflict with budget work study with council

Commissioner Lira asked if there has been conversation with the new chief in regards to Take Back the Night.

- Director Witty answered that there has been no further conversation as of yet.

6. Next Meeting

- a. Regular Meeting: Wednesday, January 15, 2020 5:30pm, Auditorium
- b. Work Study Meeting: Wednesday, February 12, 2020, 5:30 pm, Conf. Rm. 428

7. Adjournment

With no further questions or comments Vice Chairperson Smith said that the meeting stands adjourned. Meeting adjourned at 6:42 p.m.

Vice Chairperson Smith

Respectively submitted by: Isabella Chewning, Recreation Coordinator
January 15, 2020