CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes – APPROVED

January 10, 2022 / 6:00 PM

Community Room
16000 NORTH CIVIC CENTER PLAZA
SURPRISE, ARIZONA 85374

CALL TO ORDER:

A. **Roll Call**

Chair Deborah Welch, Vice-Chair Rhiannon Miett, Commission members, Susan deJong, Margaret Lieu, Jay Lickus, Jo Grant.

Staff: Danielle Osborne, HSCV Administrator, Karina Caraveo, HSCV Administrative Specialist.

Commissioner Kathie Morgan arrived at 6:03pm.

B. **Pledge of Allegiance**

C. **Current Events Reports**

Commissioner Lickus attended the FS 308 ribbon cutting and manned the arts booth at the Thunderbird Art and Wine Festival.

Commissioner deJong manned the arts booth at the Thunderbird Art and Wine Festival, attended the Lunchtime Theater performance, the FS 308 ribbon cutting, and a Martin Luther King, Jr. Day planning meeting.

Commissioner Lieu attended the Poetry Slam at WHAM and visited some of the newest art pieces in the city.

Commissioner Grant attended a planning meeting for the new Countryside Park.

D. **Staff Reports**

Ms. Osborne reported on the following items:

- Xeriscape Garden/Gallery 37
- "Bloom Where You're Planted" Roadway art project
- Martin Luther King, Jr. Day
    - 1/12/22 6:00 – 8:00pm MLK Musical Celebration & Reflections at Willow Canyon High School
    - 1/15/22 8:30am Celebration & Service at City Hall Courtyard

CALL TO THE PUBLIC:

None.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Consideration and action pertaining to the approval of the December 6, 2021 Arts and Cultural Advisory Commission meeting minutes.

Commissioner Grant moved to approve the minutes of the December 6, 2021 Arts & Cultural Advisory Commission meeting. Vice-Chair Miett 2nd. 6 Yes votes. 1 Abstain (Welch). Motion carried.

Item 2 – Discussion and action pertaining to the Dysart Festival of the Arts by Director of Arts Danae Marinelli.

Ms. Marinelli made the presentation to the Commission, and stated that the purpose of the festival is to showcase and celebrate the visual and performing arts programs in the Dysart School District.

Vice-Chair Miett thanked the presenter for their presentation and asked about the presenting sponsorship. Ms. Marinelli stated the presenting sponsorship had been taken.

The Commission discussed the possibility of acquiring multiple sponsorship levels. The sponsorship levels that they were interested in all resulted in complimentary tickets to The Vista. The Commission agreed that it would be best to raffle those tickets off at their booth.

Ms. Marinelli mentioned that with the stage sponsorship, their emcee would announce the sponsors before each performance. Commissioner deJong commented this would be a great opportunity for publicity. Commissioner Lieu thought this was a great way to support the school district and be recognized.

Commissioner Morgan suggested acquiring two stage sponsorships and an art display sponsorship. This would allow the Commission three opportunities both indoor and outdoor to be recognized. Her hope was that the increased visibility would entice more people to the Mobile Museum tent, and provide opportunities to raffle off the tickets.

Vice-Chair Miett moved to approve the sponsorships at a cost not to exceed $5,000.00. Chair Welch 2nd. 6 Yes votes. 1 Abstain (Grant). Motion carried.

Item 3 – Discussion pertaining to the FY2022 Arts & Culture Grant Program.

Ms. Osborne advised the request to increase the art grant fund to $30,000.00 was processed and will be presented to Council along with the rest of the Commission's operating budget.

Chair Welch showed concern about the timing allowed to review the applications; she suggested a special meeting to allow some time for review. Ms. Osborne reminded the Commission that their timeline last year aligned with the SCOP timeline, and that it had not yet been decided for this year. She would provide a timeline at the same time as the revised application. The Commission collectively agreed that one week of review for the applications would suffice, and that a dedicated meeting was needed for deliberations.

Commissioner Morgan suggested two meetings - one to allow the applicants an opportunity to present, and another for the Commission to make their selections. Commissioner deJong though a lapse of time would make it more difficult to make their selections. Commissioner Morgan asked whether the applicants needed to attend the meeting, and stated her preference to not include them so as to allow for a more fluid process. Ms. Osborne advised meetings are open to the public, and applicants are invited to present but are not required.

Commissioner Grant asked to have the applicants obtain prior approval from the city departments involved in their proposed projects. Commissioner Lieu suggested a letter such as a conditional approval letter be submitted with the application. Chair Welch agreed stating this would avoid the misunderstanding they saw during last year's selection.

Vice-Chair Miett felt that using the rubric provided by Commissioner Morgan would help with the selection process. Commissioner Lieu suggested that Commissioners make their decisions based on the application alone, and not on how they personally feel about the organization. Commissioner Morgan felt that following the rubric would allow the selections to be made based strictly on the criteria.
Ms. Osborne acknowledge the Commissioners' suggestions, and stated that awarding grants is not an easy task. She assured them that they would receive the application in a timely manner to allow them an opportunity to review before they make a selection. Ms. Osborne suggested that they collectively decide whether they would like to see more events, programs, or activities, and allow that to guide their decision-making process.

Vice-Chair Miett advised that allowing the applicants to attend the review/selection meeting would provide a clear view of the process. Commissioner Lieu agreed, stating this would also help applicants understand why some Commissioners abstain during the process.

Commissioner Grant asked if staff checks whether similar projects are already in place within the city. Ms. Osborne responded that it is not an existing practice, but advised a conditional approval letter would help to identify whether there is a duplication.

Vice-Chair Miett asked whether the organizations are verified upon receipt of their application. Ms. Osborne responded yes, verification of their non-profit status is required.

Ms. Osborne thanked the Commission for their feedback and said the application will be revised to align the rubric. The revised application and timeline will come back to the Commission for approval.

Item 4 – <u>Discussion and action pertaining to the Public Art Maps.</u>

Ms. Osborne informed the Commission that there are currently no maps available. She advised that the Marketing & Communications department is suggesting a new format for the maps. She directed the Commission to the agenda attachment as an example.

Vice-Chair Miett asked if the pamphlet would have a map and corresponding numbers identifying each of the art pieces. Commissioner Lieu trusted the work of the Marketing & Communications team and was comfortable with their direction.

Vice-Chair Miett suggested printing the current maps so that they would be available during the DUSD Festival of the Arts event on March 26th. Ms. Osborne suggested contracting a professional printer. Commissioner Lieu recommended having 500 copies printed since there are no other events at this time. Vice-Chair Miett suggested 1,000 copies instead. Commissioner deJong agreed, citing her need for maps during the public art tours.

Commissioner Lieu moved to approve an order of 1,000 copies of public art maps at a cost not to exceed $1,500.00. Commissioner Grant 2nd. 7 yes votes. motion carried.

Item 5 – Discussion and action pertaining to the Charter School gallery reception.

Ms. Osborne shared that the Surprise Youth Council has agreed to participate in the art judging. She asked for clarification with regards to awards.

Commissioner deJong asked that SYC include the art in the display case as part of their deliberations.

Vice-Chair Miett suggested ribbons for the winners.

Chair Welch inquired about a limit on the dollar amount for gift cards, to which Ms. Osborne responded that there was not.

Commissioner deJong suggested honorable mention awards. Vice-Chair Miett suggested the gift cards are for purchases at an art store. Commissioner Morgan suggested gift cards from Barnes & Noble. Commissioner Lieu suggested Amazon and or Wal-Mart.

Commissioner Grant asked how many kids are participating. Commissioner deJong did not have this information at the moment.

The Commission decided to award gift cards in $20, $30, and $50 increments.

Vice-Chair Miett moved to approve the purchase of materials and gift cards for the Charter School gallery reception at a cost not to exceed $500.00. 6 Yes votes. 1 No vote (Grant). Motion carried.

Item 6 – Discussion pertaining to the Mobile Museum display.

Commissioner Lieu shared that she and Commissioner deJong met to make a list of items that needed to be included in the arts bin for events. She asked Ms. Osborne to share this list with the rest of the Commission.

Regarding a display, Ms. Osborne advised that Marketing & Communications would like to know more about what the commission would like to see. Ms. deJong suggested having pictures of the art pieces. Vice-Chair suggested an activity be planned to hold inside the tent. Commissioner deJong agreed and suggested raffles as an option.

Commissioner Lickus reiterated that a showcase is needed. Commissioner Lieu suggested the Commission begin by showcasing five of the City's pieces.

Vice-Chair Miett asked Commissioner Lieu and Commissioner deJong if they would like to take over the planning of the Mobile Museum display. Commissioner Morgan suggested they use what she and Vice-Chair Miett had provided as a starting point. Commissioner Lieu recommended having pictures of current events such as Poetry Slam, and bus tours to allow the public an opportunity to learn more about these events. Vice-Chair Miett suggested hiring a guest artist to attend the Dysart Arts Festival. Chair Welch advised that could be a discussion on the next agenda.

Item 7 – <u>Discussion and update pertaining to art at the Surprise Stadium.</u>

Commissioner Morgan stated she and Vice-Chair Miett met with staff where it was discussed that the first of the public art should go outside of the stadium, where it will be visible from the parking lot or street. She advised that there is still much to plan, and the baseball teams, City Council, and the Commission will have a part in the selection.

Commissioner deJong asked if this would be coming out of the Commission's budget, to which Commissioner Morgan responded, that it would as discussed at a prior meeting.

Commissioner Lickus asked why the main entrance was not considered as a potential location. Commissioner Morgan shared that the entrance was considered, but there is currently a tree that is in the way of any viable placement. Commissioner Miett added that staff has future plans to update the area, and the addition of art may be revisited then.

Other Business and Future Agenda Items:

Art Grant Process
Backdrop-Poetry Slam
Dysart Event-Mobile Museum
State of the City event – History Wall

ADJOURNMENT – Motion to adjourn 7:48 p.m. – Commissioner Grant. Commissioner Lickus 2nd. 7 Yes votes. Motion carried.

R. Miett

Rhiannon Miett, Vice-Chair

ATTEST:

K Caraveo

Karina Caraveo, Administrative Specialist

CERTIFICATION:

I, Danielle Osborne, HSCV Administrator for the City of Surprise Human Service & Community Vitality Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Commission meeting held on January 10, 2022.

Danielle Osborne, HSCV Administrator