CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes – Approved

December 2, 2019 / 6:00 PM

COMMUNITY ROOM
16000 NORTH CIVIC CENTER PLAZA
SURPRISE, ARIZONA 85374

CALL TO ORDER:

Meeting began at 6:04 p.m. due to the Charter School art reception.

A. Roll Call

Chair Margaret Lieu, Vice-Chair Deborah Welch, Commission members, Susan deJong, Jack Hastings, Rhiannon Miett.

Absent: Commission members, Crystal Miller (excused), Kathie Morgan (excused).

Staff: Danielle Osborne, Management Analyst.

B. Pledge of Allegiance

C. Current Events Reports

Chair Lieu hoped everyone had a great Thanksgiving holiday, and hoped no one else got sick.

Ms. deJong went to Create Makerspace with Chair Lieu and Julie Neal. They were hoping to start the process of bringing a makerspace to Surprise. She went to the AZ Humanities Speaker Series which hosted a very interesting talk. She also went to the Vermillion Arts Festival and the West Valley Symphony production.

Ms. Miett shared that this Thursday, Theater Works is hosting a complimentary production of *A Christmas Carol*, and that the information has been passed along to the commission.

Chair Lieu said that both absent members of the commission were excused tonight.

D. Staff Reports

Ms. Osborne updated the commission on progress with the History Wall, saying that the curator is officially under contract, and the layout of the display is being created. Depending on when a substantial design is achieved, another special meeting may need to be called.

She said that the ideas proposed for the Development Center Bench are being explored, and that she would update the commission once she has more substantial information. She shared that she was very recently put in touch with an artist who may be able to restore the "Reflections of Surprise" mural, and that she would be reaching out to him for a proposal, and hoped to have it by the next meeting. She also shared that she received another proposal for repairs at the Learning Tree, but it was too late to add it to the agenda; it would definitely be on the January agenda.

CALL TO THE PUBLIC:

None.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – <u>Consideration and action approving the November 4, 2019 Arts and Cultural Advisory Commission Meeting minutes.</u>

Mr. Hastings moved to approve the minutes of the November 4, 2019 Arts & Cultural Advisory Commission meeting. Vice-Chair Welch 2nd. 5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

Item 2 – <u>Discussion and action pertaining to the Fiscal Year 2021 recommended budget.</u>

Chair Lieu introduced the item and asked the Commission to look at the current budget. For this year, $50,700 was requested, and to-date only about $12,000 has been spent. Chair Lieu had some suggestions related to printed polos with the commission and individual names on it. She brought it up because the Parks & Recreation and Planning & Zoning commissions have some. She felt that they would be more recognizable and easier to find than the pins they currently have.

Ms. Miett did not want to be mistaken for staff and shared concerns about the polos being misused if commissioners resigned and did not turn them back in, as well as keeping up with buying polos for new members. Mr. Hastings liked the idea and thought it would be nice to have something that would make commissioners recognizable and let people know that they can ask questions. Ms. deJong said that most of their events take place during the cold weather season, and that they would be wearing coats during those times when they would be wearing the polos. Chair Lieu said that she only brought it up because the commission is representing the city and the commission at their events, but they don't necessarily have to wear it to every event they go to. Ms. Miett did not want to cause issues with people misrepresenting the city. She cited a possible scenario of individuals potentially consuming alcohol in public at events or restaurants while wearing the polo. Vice-Chair Welch wondered why the commission couldn't simply have both, and choose whichever they wanted to utilize at the time. Mr. Hastings used to wear them as a staff member, and felt that it would be helpful to the public. Chair Lieu said that if the look of a polo is the issue, a different style of shirt could be decided upon. Since the commission doesn't get business cards, this would help identify them as representatives of the city. Mr. Hastings said that the whole proposition was reminiscent of a previous commissioner who had trouble getting donations for a commission project. Ms. deJong suggested bigger badges. Mr. Hastings suggested having this conversation with the full commission to gauge their opinions.

Chair Lieu returned to the topic of the upcoming budget. She said that they have already gone one year without spending the full budget, and that if they wanted to request more funding, it would need to be justified. She asked that the commissioners look at the specific amounts and suggest any changes. Ms. Miett said that it looked fine as-is.

Ms. deJong asked if the art grant should be requested again. Chair Lieu explored why it was not granted for the current fiscal year. She felt that it should be requested again, and said that she would argue it the same as previously – it is not fair for art organizations to go up against human service organizations. Ms. deJong felt that arts are considered a quality of life which people move to the area for. Ms. Miett said that it would be helpful to justify a request by seeing how many times art non-profits have lost out in the past. Chair Lieu said that if the commission were to open a grant, it should be opened to non-profit and for-profit organizations. Chair Lieu suggested asking for $50,000 again. She said that if the request is denied again, that the commission or representatives have a discussion with City Manager Frazier to explain their reasoning behind the grant fund. She explained that the commission had a grant fund previously for one year which included an application process, and that they had multiple applicants with great projects.

Ms. Miett suggested requesting a staff person again this year. Ms. Osborne clarified whether it would be a part-time or full-time position. The commission responded that a part-time position would be a good first step.

Chair Lieu asked which line items are not being spent. Ms. Osborne said that the art acquisition is the biggest line item, therefore would have the largest remaining budget. She said that she was planning to spend on the History Wall from the operating budget rather than the 1.3% for the arts fund, since the operating budget does not roll forward. She said that any additional funding needed would be pulled from the 1.3% for the arts fund.

Ms. deJong asked why they had previously allocated $10,000 for printing services. Ms. Osborne said that the commission had discussed printing higher quality pamphlets, flyers, and literature for their events, and that they had also put aside money for possible promotional materials and give-a-ways. Chair Lieu said that the public art maps would need to be updated as well.

Chair Lieu asked whether all of the plaques for public art were uniform, to which Ms. deJong responded that they weren't. Ms. Osborne said that it would be easy to make all of the plaques uniform.

Ms. Osborne said that the budget entry would need to be submitted by December 20th, and therefore the recommended budget would need to be established tonight.

Ms. Miett moved to make a request to City Council for the recommended budget for the Arts & Cultural Advisory Commission for Fiscal Year 2021 with all the additions given to staff. Mr. Hastings 2nd.

Vice-Chair Welch clarified the motion. Ms. Osborne said that the budget would include the art grant of $50,000, and the staff position. Chair Lieu asked how much the staff position would cost. Ms. Osborne said that it would be calculated internally.

5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

Item 3 – <u>Discussion pertaining to public art murals.</u>

Ms. Osborne said that she did not have much of an update regarding the mural. Mr. Bernardo had been coordinating with Parks & Rec to ensure the use of the Aquatic Center wall as a canvas, but he could not be here tonight to provide a further update. Chair Lieu suggested that Ms. Osborne reach out to mural artist BacPac to advise her that the city is interested in using her services, so that she can become aware and begin brainstorming ideas.

Chair Lieu brought up the “Give Your Community a Hand” mural. She said that she spoke with Connie Whitlock, who said that there is an option of creating more pieces with the current Council and Commission, to help modernize the piece. She asked that Ms. Osborne contact Ms. Whitlock to see how much it would cost to create more pieces at WHAM.

Item 4 – <u>Discussion and possible action pertaining to the use of the Mobile Museum at upcoming special events in Surprise.</u>

Ms. Osborne shared some bookmarks that she received at a recent meeting in Goodyear. The bookmarks were black and white and came with colored pencils, so that kids could color on them. Various commissioners expressed their interest in the bookmarks as a promotional item for events. Chair Lieu asked that Ms. Osborne look into how much it costs for them.

Ms. Miett suggested a hand fan with the season’s schedule printed on one side. Chair Lieu mentioned that she saw plastic cups as a promo item at the Sci-Tech Festival and people went nuts for them. Ms. Miett also suggested a resuable tote bag with the map printed on the side. Chair Lieu suggested using the same image that is used on the welcome banner. Ms. Miett said that the bags would be great at festivals so that people have something to carry everything in.

Ms. Osborne clarified what she should look into for pricing. Chair Lieu said just the bookmarks and bags. Ms. deJong asked that Ms. Osborne check into different size bags.

Ms. Osborne clarified whether the tent will be hosted at Surprise Party or not. Chair Lieu Said that her understanding was that the Surprise Party tent was going to be unmanned, but since they did not get a good test run at the Vermillion event, she suggested that they forgo the event this year, unless any commissioners had objections. There were none. Chair Lieu said that they would get to see the tent in its entirety at the Thunderbird Festival.

Chair Lieu asked about the 3-D prints of the art pieces. Ms. Osborne was planning to bring them to the Vermillion event before it was canceled. Chair Lieu asked that Ms. Osborne look into pricing in case they decide to purchase more prints of their art.

Ms. Miett suggested printing the signs for the tent in a larger format. Ms. Osborne recommended they hold off on that purchase, since the signs were designed specifically for the 10x10 tents.

Ms. Miett suggested hiring an events artist who can paint at the booth for the duration of the event. She felt it would be good for Fiesta Grande. Chair Lieu suggested having it as a traveling piece. She felt that displaying easels with artwork would be a good engagement piece. Ms. Miett said that if we hire artists to paint at events, the finished pieces can be hung in different buildings relevant to the painting’s subject.

Ms. deJong suggested displaying some paintings that are already in the City’s possession. However, she said that they are currently on display in the fourth floor of city hall. Chair Lieu said that they should not remove them if they are already on display.

Ms. deJong suggested some historical displays for the interior of the tent. She said that they could be similar to what goes on the History Wall. Chair Lieu asked about having the Youth Council create an altered reality with some of the City photos that get put into the tent, similar to what they did with their own display at Arts HQ a few months back. Ms. Osborne clarified the intent of the commission with this project, but recommended that they first see the tent in its full and true form prior to making any changes. The commission agreed to leave the tent as-is for Thunderbird, but to review the tent display afterwards. Ms. Miett said that if the commission participates in a big city event, they should seriously consider hiring an artist to do a live painting.

Item 5 – <u>Presentation and discussion pertaining to an update on the Women's Heritage Trail event.</u>

Vice-Chair Welch updated the commission by saying that she wasn't able to get a meeting with City Clerk Sherry Aguilar before tonight, but that she has one planned for later in the week. Ms. Osborne shared that Mr. Bernardo had narrowed the event down to two dates – March 4th and 20th. She said that he needed to know more information regarding the format of the event. She asked that any information coming out as a result of the meeting between Vice-Chair Welch and City Clerk Aguilar be shared with Mr. Bernardo, since he is taking the lead on coordination for the event.

Item 6 – <u>Discussion and action pertaining to the purchase of materials for future gallery receptions.</u>

Ms. deJong said that she got a note from Mr. Bernardo saying that Sports & Tourism was interested in the display, but she needed to know what materials she was working with, and that she was running out of time. Ms. Osborne said that in her last discussion with Mr. Bernardo, and he relayed the same information, and said that the department director was reaching out to the Royals and the Rangers to see what materials they could supply. Ms. Osborne said that she could not provide more of an update. Ms. deJong said that she could wait for maybe one more week, but would have to put out a call if she felt there were not enough pieces to display.

Ms. deJong said that she also wanted to order some bunting from Amazon to decorate the walls of the hallway. She also asked about the cost of a hot dog stand for the reception. Ms. Osborne said that Mr. Bernardo had a similar question, as to what budget the commission is setting for this event. Some ideas regarding cotton candy, popcorn, and peanuts as snacks were discussed. Chair Lieu said that since there were no other receptions planned, they should just allocate the remainder of the Special Event Hosting budget for this event.

Ms. Miett moved to approve the purchase of materials for the upcoming gallery receptions at a cost not-to-exceed $1,200. Ms. deJong 2nd. 5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

Item 7 – <u>Discussion pertaining to the list of events and duties for the Arts & Cultural Advisory Commission.</u>

Chair Lieu preferred to discuss this item at a future meeting when all members of the commission were present. Mr. Hastings said that the Tinker Time event has been scrapped as far as he was concerned. Chair Lieu said that at the last meeting, a discussion was had regarding incorporating it into Sci-Tech as a booth or table, to add an art component to the event. Chair Lieu said that they would discuss further when the item is brought up again.

Other Business and Future Agenda Items:

List of events and duties
Sports reception
Current Budget
Heritage Trail
Murals/Give Your Community a Hand

ADJOURNMENT – Motion to adjourn 7:25 p.m. – Mr. Hastings, 2nd by Vice-Chair Welch. 5 Yes votes. 2 Absent (Miller & Morgan). Motion carried.

ATTEST:

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Paul Bernardo, Community Partnerships Manager.

CERTIFICATION:

I, Danielle Osborne, Management Analyst for the City of Surprise City Manager's Office, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Commission meeting held on December 2, 2019.

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Danielle Osborne, Management Analyst