

Minutes of the  
City of Gig Harbor Arts Commission  
October 11, 2005  
7:00 P.M.

**CALL TO ORDER/ROLL CALL:**

Renee Crist called the meeting to order at 7:02 p.m. Roll was taken.

**PRESENT:** Commissioners Renee Crist, Lita Dawn Stanton, Betty Willis, Del Woock, Kit Kuhn, Mary Rae Lund, Karla Epperson, Chris Erlich and Nancy Weaver. Staff Member Maureen Whitaker took minutes of the proceedings.

**APPROVAL OF MINUTES:** The members read the minutes of the September 13, 2005, meeting.

**MOTION:** Approval of the September 13, 2005, meeting minutes as presented. Woock/Kuhn – unanimously approved.

**OLD BUSINESS:**

1. Rotary Pavilion: Renee affirmed that the contract had been approved by Council and executed with Mardie Rees at the September 12<sup>th</sup> City Council meeting. Maureen remarked that Mardie had submitted an invoice for her initial design work as outlined in her scope of work. It had not yet been confirmed whether the piece would be cement or bronze. The concrete color has not been approved and a note was made to follow up with Mardie if she had not presented this information by February 2006.

2. Budget Proposal: Renee reported that the 2006 budget request had been submitted in August to the City Administrator Mark Hoppen and is under review. It was noted that the budget approval process involves two meetings. The first reading of the budget occurs on November 28<sup>th</sup> and the budget is approved on December 12<sup>th</sup>. Renee recommended that a representative(s) from the Commission attend a Council meeting (prior to the budget hearings) and provide a brief presentation on the proposed Public Art Program and answer any questions that Council might have. Kit recounted the discussion that the Commission had with Mark Hoppen during the last meeting. Kit explained that Mark Hoppen was pleased with the Commission's budget request and that he didn't foresee there being a problem. It was agreed that Chris Erlich would give a brief informational presentation about the Public Art Program and answer any questions about the 2006 budget request to City Council at the November 14<sup>th</sup> meeting.

3. Grant Recipient follow-up: Betty said that she had contacted all 2005 grant recipients. Through these conversations, she discovered that some of the grant recipients were unclear on how to request their allotted funding. There was a lengthy discussion about the final report requirement and how better to educate the grant recipients about this. The final report is submitted after the event or project has been

finalized. The Commission agreed that instructions of the final report requirement should be included in the Grant Workshop.

Nancy Weaver took the initiative to put together a calendar of events for the grant recipients' events. Renee had also put together a format for contacts and event dates. She said that the only thing that was missing was the venue and suggested that we find a way to garner this information on the grant applications.

Lita Dawn suggested that Maureen list any upcoming events, one month in advance, on the monthly agenda.

4. Website: Renee reported that she had been in communication and coordination with the City's IT person, Kay Truitt. Kay will create a 2005 grant recipient page, then 2006 accordingly that will provide a link to 2005. Renee expressed that she had put together some images but is waiting for more before she submits them to Kay. Renee was working on laying the groundwork for next year's grant page.

## **COMMITTEE REPORTS**

1. "Drawing You In" Program: Lita Dawn reported that the program continued to be very well attended. She discussed the feedback forms that some of the artists filled out. Many of the artists asked that this program continue. Some commented that the event be brought indoors. The Commission addressed how to better further the program, possibly using the Skansie net shed or the Wilkinson Barn. There was discussion about extending the dates to July – September, unless the event could be brought indoors.

2. Rotating Public Art Program: Chris reported that it was important to have a set of guidelines for this new subcommittee. Chris said that she had previously emailed the Commission members a draft set of guidelines for their review. There was a lengthy deliberation about the merits of two approaches for the "call." Chris suggested an "open call" with the parameters being the community. Lita Dawn suggested a "broad theme call" which may be better received by the community, at least for the first year of the program. Further discussion on the criteria for the "call" was discussed with durability being a key issue. Lita advocated that the "call" parameters reflect some intellectual sense for those that would not normally consider themselves artistic and the ones approving the funding. Mary Rae suggested something that would give the artist "inspiration" rather than "limitation." The group agreed that they did not want to limit the call to a maritime theme. Therefore a parametric expression such as "an inspirational visual of light and water" was agreed as the direction the members wished to go. Chris said that once the budget is approved, the "call" should go out in December.

There was discussion on the proposed timeline and suggestions were made to push things out a bit until a committee is formed and well established on paper. Chris stated that the timeline was still very fluid and if the art wasn't out until July or August (rather than June), there would not be a problem. There was discussion about revising the "call" date to January. Kit suggested that the deadline for submittal be at least 2 months from the "call" date. The members agreed that March would be an

appropriate date for the RFP deadline. Kit suggested publicizing the “call” throughout this entire time period to ensure a greater response. There was further discussion on the importance of the publicity for this program to be a success. Chris continued to work on recruiting members for the subcommittee.

Betty raised a question about insurance and liability. Chris stated that she had already had conversations with Mark Hoppen with an assurance that the City would assume the liability. Chris added that eventually there would be a loan contract between the artist and the City that would button-up any loose ends.

Chris discussed naming of the program Gig Harbor Art on City Sidewalks. Lita Dawn suggested keeping the name to four words. The members agreed to think about a name for the program and report back at the next meeting.

### **NEW BUSINESS:**

**1. 2006 Grant Application Process:** Renee opened the discussion for the grant program for 2006. Lita Dawn said that she has historically been the one who has done the updating of the application form. She offered to make any changes needed. Betty Willis had some suggestions for the budget page. Chris said that most people had a problem understanding their in-kind costs as far as their total costs. Betty stated that the two totals have to agree. Lita Dawn said that she would take a look at it and remand it back to Chris for review.

Renee suggested that there needs to be a place on the form for the applicant to list where and when the event will be held, and the address of the venue. Renee suggested that this information be placed in a box somewhere on the form to be used at a later date for the calendar. Renee also wanted to include some language and/or an area on the form whereby the applicant provides their website address and some language that allows the GHAC to link to their website.

There was discussion that specific language is needed that mentions GHAC as a donor or sponsor. Many of the past grant recipients neglected this requirement and it was noted that this needed to be articulated better.

There was discussion about providing information to Laureen for the press release that could include photos from last year as well as some quotes. Renee stated that she would contact Laureen directly. **(Laureen will be on vacation from December 9 – January 5).**

**2. GHAC Logo:** There was discussion about the restrictions on customizing the City’s logo for the GHAC. The members agreed that they would like to have a customized GHAC logo, but will go with the status quo for now, unless someone has a workable idea.

**3. Call for Wood Carvers – Mayor’s Letter:** There was discussion about the Call to Wood Carvers letter sent to the Arts Commission by Mayor Wilbert. Lita Dawn said

that Mayor Wilbert announced at the recent City Council meeting that she wanted the GHAC to take this on. It was noted that her "call" that was published in the Gateway contained no parameters or a dollar amount. The Commission agreed that it would be beneficial to be involved in this process. Renee said that she would send the Mayor a letter offering to review any designs that are submitted. Mary Rae said that she has hiked in other parks and has seen some carvings that are effective in this particular setting and added that it depends on how the carvings are done.

**PUBLIC COMMENT:**

1. Salmonchanted Evening Auction: At the last meeting, Kit suggested the idea of the GHAC bidding on a salmon piece. Kit stated that after his discussions with some Commission members decided to withdraw his suggestion.

**NEXT REGULAR MEETING:**

November 8, 2005, 7:00 P.M.

**ADJOURN:**

**MOTION:** Move to adjourn at 8:35 P.M. – Stanton/Willis – unanimously approved.

Respectfully submitted,



Maureen Whitaker