

*Minutes of the  
City of Gig Harbor Arts Commission*  
August 10, 2004  
7:00 P.M.

**CALL TO ORDER/ROLL CALL:**

Commission Chair Lita Dawn Stanton, called the meeting to order at 7:05 p.m. and roll call was taken.

**PRESENT:** Commissioners Betty Willis, Nancy Weaver, Christopher Mathie, Renee Crist, Robin Peterson, Marion Ekberg, Chris Erlich and Commission Chair Lita Dawn Stanton. Donna Trent was excused. Staff member Maureen Whitaker was present to record the proceedings. Laureen Lund, Tourism Director and Jennifer Kilmer, Gig Harbor Peninsula Historical Society Director also were present.

**APPROVAL OF MINUTES:**

The members read the minutes of the July 13, 2004 meeting.

**MOTION:** Approval of the July 13, 2004 meeting minutes with one correction noted.  
Erlich/Crist – unanimously approved.

**NEW BUSINESS:**

**Smithsonian Traveling Exhibit.**

Jennifer Kilmer spoke about the Smithsonian Traveling Exhibit that is scheduled to run at the Gig Harbor Peninsula Historical Society (GHPHS) from January 8 through February 19, 2005. Mr. Kilmer said that the theme is "Yesterdays, Tomorrows: Past Visions of America's Future." She explained that the GHPHS has a variety of activities planned for children and families throughout this time period. Ms. Kilmer said that there would also be old science-fiction movies, contest(s), and she in a robot suit. She asked the Commission for permission to hang banners along Harborview Drive to advertise the event. Ms. Kilmer stated that the GHPHS would be funding the banners.

**MOTION:** Give permission to the Historical Society to hang banners from January through February 19, 2005 with the Historical Society submitting a banner design to be approved by the Arts Commission.  
Erlich/Willis – unanimously approved.

**OLD BUSINESS:**

**Banners**

The images of the children's banner art were distributed. Commissioner Peterson stated that the images were scanned, traced and saved in a bitmap format.

Commissioner Mathie stated that there was only enough money to print 50 banners at \$80 each. This price includes the banners being two-sided, with grommets and two sleeves at each end.

Commissioner Erlich asked about the Expenditure spreadsheet and pointed out that it did not show the \$10,000 for art acquisition from the prior year which should show a total of \$20,000. Ms. Whitaker was asked to check on this. The spreadsheet detailed that there are two remaining grants to be paid out.

There was discussion on what seasons, how many banners were needed and colors. The Commission discussed hanging the banners in clusters rather than alternating them with the existing Gig Harbor banners. Commissioner Peterson suggested having two seasons. Commissioner Crist suggested the Commission purchase an additional ten banners that are separate from the Public Works budget. There was discussion about doing Fall and Spring this budget cycle and requesting for additional monies next year to do Summer and Winter banners. Commissioner Crist suggested using the art images for the GHAC letterhead. There was further discussion about obtaining permission to do this.

**MOTION:** Move for the Rainbow image by Erin Shively as this year's choice for the Spring banner.  
Peterson/Crist – unanimously approved.

**MOTION:** Move for the Pumpkin & Leaves image by Emily Fisher as this year's choice for the Fall banner.  
Weaver/Peterson – unanimously approved.

**MOTION:** Move to print 30 banners of each season and request Public Works to fully fund the printing and if Public Works is unable to do this, the Arts Commission is willing to pay the difference between what is currently budgeted at \$4,200 and the balance of the cost of the banners.  
Erlich/Ekberg – unanimously approved.

**AMENDED MOTION:** Move to print 30 banners of each season and request Public Works to fully fund the printing and if Public Works is unable to do this, the Arts Commission is willing to pay the difference between what is currently budgeted at \$4,200 and the balance of the cost of the banners not to exceed \$1,000.  
Erlich/Ekberg – unanimously approved.

There was discussion on having the image be negative and a positive on each banner. The Commission agreed to have Commissioners Mathie, Stanton, Peterson, and Crist to handle the coordination and colorization. Commissioner Ekberg stated that the kids' art that were chosen were done by students at Harbor Heights Elementary when the idea first originated and before the contest took place. She stated that during one of the school's regular meetings, there was discussion about allowing all of the kids' art, which included those done before the contest. There was discussion about adding their signatures to the banners and Commissioner Ekberg said that she would need to get permission from the parents in September when school begins. Most of the

Commissioners agreed that they preferred to have the children's actual signatures on the banners.

There was discussion about the necessity of using a property release form. Commissioner Stanton said that she would forward a copy to Ms. Whitaker for legal review. Commissioner Crist suggested that there be a blanket property release form on file for future uses.

The Commission agreed that Commissioner Mathie should look and approve a proof before the banners go to final print.

### **2005 Budget**

Commissioner Erlich suggested that the Commission request \$5,000 for banners, \$15,000 for grants, and another \$10,000 for art acquisition which should give the Commission \$30,000 for art acquisition that could be used for some of the projects identified in the last meeting. She stated that it is her preference that the Commission began by "marking" some of the entrances into town first and then proceed to the downtown area or begin with downtown at Donkey Creek Park and Wilkinson Farm then work towards the entrances. Commissioner Erlich stated the importance of having a good plan that can be presented to Council. The Commission further discussed the 2005 budget proposal and agreed that the amounts should be increased to reflect \$5,000 for banners, \$15,000 for grants and \$30,000 for art acquisition.

### **PUBLIC / COMMISSION MEMBER COMMENTS:**

See New Business for Jennifer Kilmer's request.

### **Rotary Pavilion**

Commissioner Stanton stated that she had a conversation with Rotarian David Freeman who is the architect for this project and discussed the possibility of supporting this project with \$2,000 or less. Commissioner Weaver asked how a Call for Artists was done. Ms. Whitaker replied that she had put together a database for this purpose. Commissioners Weaver and Willis both had names that they wanted to be placed on this list. Commissioner Stanton explained that the Commission would be using the databases for the purpose of reaching the artists. Commissioner Stanton did not think that there was a budgeted item for the purpose of a mailer. She explained that there will be a detailed description of what the Commission is looking for similarly to the grant application process. Commissioner Willis asked if there would be a limit placed on the dollar amount. Commissioner Mathie added that the notifications that he has received from companies and corporations that want art installations clearly spell out all of the details including the location for the art work and the budget, and then it is up to the artist to fit within the parameters. He stated that usually this comes in a PDF format with a mission statement stating what the art project is about, the feel and the theme.

Commissioner Weaver asked why the Commission would choose this project for public art. Commissioner Stanton stated that there was a full range of support that could be given or not given. Commissioner Weaver stated that it could be a good will gesture. Commissioner Willis inquired about the size of the pavilion. Commissioner Stanton stated that it would be the same size as the garage at the Skansie Brothers Park

property. There were questions about how the art could be recognized. There was further discussion among the Commissioners. Commissioner Willis suggested that there should be something that defines the art contribution. Commissioner Mathie suggested that something could recognize the local tax dollars at work. There was discussion about inviting Tourism/Marketing Director Laureen Lund to assist in putting together Call for Artists for public art for this project.

**MOTION:** Move to take \$2,000 out of art acquisition fund and fund a piece of art for the Rotary Pavilion.  
Ekberg/Willis – unanimously approved

There was discussion about inviting Dave Freeman to the next meeting to discuss dimensions and other relevant criteria.

### **Cushman Trailhead Park**

Discussion about placement of public art tabled until next meeting.

### **Grant Funding**

Commissioner Willis suggested that the funding for the grant process and public art should be increased. She requested that a complete grant application with the funding contract be reviewed.

### **BUDGET PROPOSAL**

There was discussion regarding the 2005 budget and preparation of the proposal. Commissioner Crist suggested that the Commission put together three proposal sites for this year and then put together a long range plan in January or February of 2005 in order to be prepared in advance for the next budget year. Rotary Pavilion, Cushman Trailhead Park and Donkey Creek Park were agreed upon as the three locations for public art to be included in the budget proposal. There was also discussion about budgeting for a water feature at Donkey Creek Park. Commissioner Mathie was asked to do research on water features and present this information to Commissioner Stanton.

### **NEXT REGULAR MEETING:**

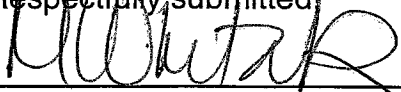
September 12, 2004 at 7:00 p.m.

### **ADJOURN:**

**MOTION:** Move to adjourn at 8:36 p.m.  
Willis/Peterson – unanimously approved  
CD recorder utilized:

Disc #1 Tracks 1-6  
Disk #2 Tracks 1-3

Respectfully submitted,

  
Maureen Whitaker, Assistant City Clerk