

CITY OF SURPRISE
ARTS AND CULTURAL ADVISORY COMMISSION

Meeting Minutes - Draft

October 3, 2016 / 6:00 PM

COUNCIL OVERFLOW ROOM
16000 NORTH BULLARD AVENUE
SURPRISE, ARIZONA 85374

CALL TO ORDER:

A. Roll Call

Chair Susan deJong, Vice-Chair Margaret Lieu, Commission members, Kathie Morgan, David Farago, Merrill Edelstein and Lee Whitehead.

Staff: Nicole Lance, Deputy City Manager and Edith Baltierrez, Senior Management Analyst

Absent: Commission member Jean Dibner

B. Pledge of Allegiance

C. Current Events Reports

Commission members reported on various events and meetings they attended. Chair de Jong attended the installation of Top Knot, several planning meetings for upcoming events such as the Harvest Festival, Veterans Art Show, City Hall Art Display Plan and the SACAC Policy & Procedures review. Chair de Jong also attended the event Art is Alive in Goodyear.

Ms. Morgan attended a vintage market, home and garden show, Broadway Gammage series and the Arts Commission breakfast.

Mr. Farago has been in communication with city staff pertaining to the potential employee art show for spring 2017.

Vice Chair Lieu attended the SACAC art breakfast, State 48 Chamber of Commerce mixer, WHAM art festival. Vice Chair Lieu also continued to work on her mural project in Peoria.

Ms. Edelstein attended Art is Alive in Goodyear and a jazz concert at Arts HQ. She also participated in an art project for Veterans that will be dedicated on November 4 in downtown Phoenix.

Mrs. Whitehead spent her time traveling and visited New York's state capitol. She also attended the Policy & Procedures meeting and Art is Alive in Goodyear.

D. Staff reports

Ms. Baltierrez provided an update on the progress for Top Knot and Optical Solutions.

Mrs. Lance provided an overview of the bond program.

CALL TO THE PUBLIC:

None.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – Consideration and action approving the September 12, 2016 Arts & Cultural Advisory Commission Meeting minutes.

Ms. Edelstein Motioned to approve the September 12, 2016 meeting minutes with minor corrections to Vice Chair Lieu's current events report, and items #4 and #9. Mr. Farago 2nd. 6 Yes votes. Motion carried.

Item 2 – Consideration and possible action pertaining to participating in a Black History Month project.

Chair de Jong introduced Norma Cunningham who provided an overview of a black history art exhibit in Surprise from February 2-25, 2017 that would focus on showcasing black artist. Mrs. Cunningham also provided several ways in which the Commission would consider sponsoring the art exhibit. Chair de Jong thanked Mrs. Cunningham for presenting to the Commission. She also advised Mrs. Cunningham of the process and next steps pertaining to the options presented.

The Commission also discussed the following options, including identifying who take the lead in following up.

- 1) Partner with Dysart Unified School District (DUSD) to sponsor bus tours for students to visit City Hall and the Arts HQ to see the black history art exhibit. Chair de Jong will contact DUSD.
- 2) Sponsor a speaker to present on black history art. Mrs. Whitehead will follow up with Mrs. Cunningham for clarification and more details.
- 3) Display art at City Hall.

Item 3 – Discussion updating the Commission on the timeline for the Request for Proposal for the city-wide Public Arts Master Plan, including having two Commissioners participate in the process.

Ms. Baltierrez and Mrs. Lance provided an overview of the timeline for the Request for Proposal, including requesting two volunteers to participate in the process of selecting a consultant. This would include reviewing the applications, providing score cards to obtain a short list of candidates, conducting interviews and providing an award recommendation.

Chair de Jong volunteered to participate in the entire process. Vice Chair Lieu volunteered to review and score the applications. Chair de Jong also indicated she would follow up with Mrs. Dibner to see if she was interested in participating.

Item 4 – Discussion and possible action pertaining to displaying future artwork at City Hall.

Mr. Farago agreed to take the lead for the city staff summer exhibit. Mr. Farago indicated nine city staff had shown interest in participating.

Mrs. Lance asked if the exhibit was open for family members or seniors at the senior center to participate. Vice Chair Lieu advised that at this time the Commission was only interested in having city staff participate.

Mrs. Lance asked for clarification on medium. Vice Chair Lieu advised medium should be two dimensional with the ability to be hanged.

Mr. Farago indicated he would like to extend the deadline for another month to see if more city staff is interested in participating.

Item 5 – Consideration and action pertaining to scheduling a special meeting to discuss the draft of the Surprise Arts & Cultural Advisory Commission policy and procedures.

The Commission agreed to table this item to next month's meeting.

Item 6 – Discussion and action pertaining to obtaining a booth for participation in the City of Surprise Fiesta Grande event on Saturday, October 15, 2016.

Chair de Jong advised that she had emailed art organizations to provide them with their marketing material to be distributed at the event.

Ms. Baltierrez advised she would email a schedule for the Commissioners to indicate the time they would staff the booth.

Vice Chair Lieu asked staff purchase candy for the booth. Mrs. Lance volunteered to purchase candy for the booth.

Item 7 – Consideration and possible action relative to Art Encounters programming for Fiscal Year 2017.

Vice Chair Lieu asked for an update on the request for a microphone stand for the event. Ms. Baltierrez stated Communications would be able to lend the Arts Commission a microphone stand and would have it delivered to WHAM.

Mr. Farago confirmed the artist. Vice Chair Lieu asked for volunteers to promote the event. Ms. Baltierrez advised the flyer was finalized, and she would distribute copies email and provide hard copies for pick up at the information center at City Hall. Ms. Baltierrez also stated the comic event was added to the marquee off of Bullard and Bell Rd. There was also discussion on working with Jodi Tas to purchase gift cards for the prizes.

Ms. Morgan advised State 48 Brewery would like to partner with the Arts Commission to host an event on Wednesday, November 16 from 7:00pm to 8:30pm. The event will include a presentation from the brew master and chef pertaining to their craft beer and food prepared with local ingredients. There was also discussion on the purchase of gift cards as door prizes and advertising closer to the event. Ms. Morgan indicated she would provide staff with a description of the event to assist with the

press release, flyer and distribution of event information through Notify Me and social media outlets. Mrs. Lance stated this information would be relayed to the Communications Department.

Mrs. Whitehead motioned to partner with State 48 Brewery to host an event on November 16 from 7:00pm to 8:30pm and set aside fund for expenses not to exceed \$75. Mr. Farago 2nd. 5 yes votes and 1 abstained (Ms. Edelstein disagreed with using funds to purchase gift cards from the restaurant to give away at the event).

Chair de Jong inquired about the press release and promotion of the upcoming event on October 25 for the Arizona Humanities Lecture Series. Staff advised they were working with the Communications Department to promote the event which would include a press release, flyer and distribution through Notify Me and social media outlets.

Item 8 - Discussion and action pertaining to sponsorship and funding of a mini-bat decorating contest for Fiscal Year 2017.

Mr. Farago confirmed participation from DUSD but have not heard from the Charter schools. He also indicated the Commission needed to select a theme.

Ms. Edelstein asked what the theme was the year before. Mr. Farago indicated “Celebrate”.

The Commission held discussion on possible ideas and concluded with the theme “Community”.

Mr. Farago asked about the status of the donation to the Arizona Traditions woodworking group. Staff indicated they were still working with the Finance Department and Arizona Traditions.

Item 9 – Discussion and action pertaining to the pursuit of potential grant opportunities to assist with funding public art within the City of Surprise.

The Commission agreed to table this item to a future meeting.

Item 10 – Discussion and possible action regarding setting the agenda for the Surprise Arts and Cultural Advisory Commission breakfast for September 24, 2016.

Ms. Morgan stated the conversations need to be more targeted and focused.

Vice Chair Lieu added the format should include a workshop with details.

Chair de Jong indicated this item should be added to the agenda in the spring to begin discussion on format and topics.

Item 11 - Discussion and possible action to place items on a future agenda.

Minutes

Art Encounters: Comic Event, Poetry Slam, Lecture Series, State 48 Event

Mini-Baseball Bat Decorating Contest

Special Meeting for Policy & Procedures

City staff show/Art display receptions at City Hall

Black History Month Exhibit

Fiesta Grande

ADJOURNMENT –Motion to adjourn 8:10 p.m. – Vice Chair Lieu, 2nd by Ms. Edelstein. 6 yes votes.
Motion carried.

ATTEST:

Nicole Lance, Deputy City Manager
For Government and Community
Partnerships Department.

CERTIFICATION:

I, Edith Baltierrez, Sr. 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 Board meeting held on October 3, 2016

Edith Baltierrez, Sr. Management Analyst