

Minutes of the  
City of Gig Harbor Arts Commission  
January 10, 2006  
7:00 P.M.

**CALL TO ORDER/ROLL CALL:**

Renee Crist called the meeting to order at 7:05 p.m. Roll was taken.

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

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

**MOTION:** Approval of the December 13, 2005, meeting minutes as presented. Stanton/Willis – unanimously approved.

**OLD BUSINESS:**

**1. Rotary Pavilion – Progress Report:** Renee reported that she had received two email updates from Mardie Rees. Renee asked Mardie to have some pictures taken of her working on the piece. Mardie also invited the Commission for a field visit. Lita Dawn agreed to coordinate with Mardie and the Commission members for a mutually agreeable time to meet at her studio.

**2. 2006 Grant Application Progress:** Betty discussed some possible revisions to the grant budget worksheet, specifically the in-kind match requirement of 50%. The Commission agreed that since it has not been an issue to date, the requirement would be left in for now.

Lita Dawn put together a CD that contained PDF and Microsoft Word versions of the grant application forms and guidelines, a TIF and JPEG folder containing the City logo, the Final Report Form, and volunteer information. There was discussion about how the disk could be best utilized and it was decided that this disk could be handed out at the Grant Workshop(s). Renee discussed the importance of the grant recipients understanding the requirement of listing the City of Gig Harbor Arts Commission as a donor in lieu of using only the City of Gig Harbor logo, which does not distinguish between a City funded event or an Arts Commission funded event. Lita Dawn said that she would add some language that would clarify the GHAC acknowledgement that can accompany the logo.

Betty stated that some people had inquired how they could obtain some additional funding from other sources. She spoke about inviting Liz Heath, who is the head of the non-profit organization in Tacoma to speak at future Grant Workshops. Del asked if she could possibly attend the 2006 Grant Workshop at such short notice. Betty said that she would try to reach her. The Commission thought that Ms. Heath could be a valuable resource as a guest speaker and maybe could provide a list that could be

handed out at future workshops, which could generate some excitement and PR associated with the Grant Program.

Nancy spoke about reviewing the final reports. Maureen was asked to put together a list of final reports. There was discussion about ensuring that all grant contracts included the final report as an attachment.

3. Wood Carving Design Review: Renee discussed her conversation with Del Hansen regarding his proposal for the wood carving. Mr. Hansen brought in the carved model of the work proposed. The main issues were the maintenance of the carving for Public Works, liability of leaving the scaffolding in place for 4-5 days until the work is completed, and security issues while the work is underway. Renee said that she had already touched base with Mr. Hansen and will keep him abreast of the findings.

MOTION: Move to request that the City staff make a decision on the issues of maintenance, liability of leaving the scaffolding in place while the carving takes place, and addressing the carver's security concerns. Crist/Woock – unanimously approved.

4. Rotating Art Program: A motion had been passed to set-up a committee at the December meeting. Renee suggested that as a matter of housekeeping, a motion should be made to dissolve the committee. The project has been tabled indefinitely, with the desire that an outside group will take this on.

MOTION: Move to dissolve the committee for the Rotating Art Program. Stanton/Weaver – unanimously approved.

5. 2006 Budget: Maureen explained that some miscommunication had occurred during the 2006 budget process. The Finance Department interpreted the GHAC's 2006 budget request of \$30,000 for the Public Art Capital Project Fund as a request to appropriate (spend) the \$30,000 that had already been budgeted and approved in the 2005 budget. Dave Rodenbach, Finance Director suggested that the Arts Commission chair meet with him each year in late August or early September to discuss the Commission's annual budget request to help minimize any miscommunication.

**The 2006 approved budget includes:**

\$25,000 was placed in a general fund for the 2006 Grant Program, which will disappear in 2007 if not spent.

\$30,000 was appropriated from the \$40,000 Public Arts Capital Project fund to be spent in 2006. This leaves a balance of \$10,000 in this fund, which must go through a formal request for appropriation in the 2007 budget year.

There was discussion about setting up an operating expense or petty cash fund that could provide the necessary operating resources for the Drawing You In Program. Lita Dawn said that she would speak with the Finance Director to see what could be done.

**COMMITTEE REPORTS**

1. Drawing You In Program – Lita Dawn Stanton: Lita Dawn researched some easels. She discussed her preference for the Stan Wright aluminum easels because they are light-weight and sturdy, however they cost \$50 each. She found some on EBay for \$22. She also spoke of the wooden type that Harry Sundberg makes that has a chair built in with it which has cost about \$25 in the past. Lita Dawn asked for more time to research this with Harry and bring something back for the Commission to review. She felt that three easels would probably be a great start, which meant less setting up and breaking down time. The easels could most likely be stored in the Skansie net shed.

Lita Dawn will coordinate with Lauren about getting the program dates on the calendar.

**NEW BUSINESS:** None.

**PUBLIC COMMENT:** None

**NEXT REGULAR MEETING:**

February 14, 2006 at 7:00 P.M.

**ADJOURN:**

**MOTION:** Move to adjourn at 8:00 P.M. – Crist/Willis – unanimously approved.

Respectfully submitted,

  
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Maureen Whitaker