

*Minutes of the  
City of Gig Harbor Arts Commission*  
September 14, 2004  
7:00 P.M.

**CALL TO ORDER/ROLL CALL:**

Commission Chair Lita Dawn Stanton, called the meeting to order at 7:06 p.m. and roll call was taken.

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

**APPROVAL OF MINUTES:**

The members read the minutes of the August 10, 2004 meeting.

**MOTION:** Approval of the July 13, 2004 meeting minutes.  
Erlich/Peterson – unanimously approved.

**OLD BUSINESS:**

**Rotary Pavilion.**

Commission Chair Stanton opened the discussion and said that she had spoken with Gary Glein, whom is the project manager for the Rotary Pavilion. Ms. Stanton reported that she spoke to Mr. Glein and he stated that he would like to speak to the Commission in the future and also stated that the Rotary would like to work towards supporting women's art as well as community oriented cultural things. Ms. Stanton stated that the Call for Artists is on hold until next month until the dimensions can be determined. There was discussion where the public art would be placed within the structure. Ms. Stanton stated that the center of the structure would have a 6-ft. radius relief for the public art to be installed as an integrated relief that can handle foot traffic. Commissioner Willis inquired where the used brick would be placed. There was discussion about placing it in the radius as a border.

**Call for Artists.**

Commission Chair Stanton briefed Ms. Lund about the pending Call for Artists for the Rotary Pavilion. There was discussion about acquiring more details from Mr. Glein before the actual "call" could go out. Ms. Lund was asked to assist in the publicity with possibly a special interest story. Ms. Lund thought that the construction of the pavilion would be completed prior to the tree lighting ceremony in December. Ms. Lund offered to be the contact between Mr. Glein (Rotary) and the Arts Commission. Ms. Lund asked that Ms. Stanton to let Mr. Glein know that she would be the contact person for the coordination of the public art process. There was discussion about using the Call for Artists for the Civic Center as a template. It was agreed that this template will be reviewed at the next meeting and by that time, the details from Mr. Glein should be available.

**Grant.**

Ms. Lund inquired about the deadline for the 2005 grant process. It was agreed that the grant deadline and the application would remain the same as last year. Commissioner

Erlich offered her help in holding another grant help Q&A session. Ms. Lund discussed that she would like to see the grant recipients use the registered City logo and other design elements that are currently under design when they name the City as a funding source. She said that she will have a "use" booklet available that those entities that receive lodging tax dollars or Arts Commission funding that includes the City logo and other design elements. Ms. Lund stated that she would like to encourage the funding recipients to use these design elements/logo in the hope of creating more consistency. The "use" booklet would include color choices, a color pallet, the "swoosh", a watermark, and other items. Ms. Lund explained that this is not a requirement but she would like to get to a point whereby we have a consistent promotional theme throughout the City. Commission Chair Stanton suggested that Ms. Lund put this information on Page 2 of the grant instructions. Ms. Lund further stated that it is important that she review anything that goes out with the City logo to ensure that the correct logo is being utilized. It was agreed that Ms. Lund would put out a press release stating the funding would be a minimum of \$10,000 and do another release in November after the budget is approved and finalized. There was discussion of moving the grant help Q&A session to Thursday, January 6, 2005 at 6:30 p.m. in Community Conference A.

Commission Chair Stanton suggested that we include some pictures with the press release. Ms. Lund was going to work on getting a front page spread in the Home Living section of the Gateway. Ms. Lund also suggested that we get this information in the City Newsletter.

### **Banners.**

There was a brief discussion about the status of the banners and the finalization of the colors and images. It was agreed that the colorization was fine. There would be 30 Fall and 30 Spring banners, one image for each season, while requesting additional funding for Summer and Winter for the next budget year. There was discussion about the letter to the Commission from Mayor Wilbert. It was agreed that Ms. Lund would do a press release after the banners are hung with a picture taken with the students, Mayor and teacher. Ms. Lund asked that she be kept in the loop when the banners will be hung.

Staff member Maureen Whitaker confirmed that the press release form was reviewed and approved by the City Attorney.

**NEW BUSINESS:** None.

### **NEXT REGULAR MEETING:**

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

### **ADJOURN:**

**MOTION:** Move to adjourn at 7:50 p.m.  
Erlich/Willis – unanimously approved  
CD recorder utilized: Disc #1 Tracks 1-10

Respectfully submitted,

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Maureen Whitaker, Assistant City Clerk