

CITY OF GIG HARBOR COMMITTEE OUTLINE MINUTES

City of Gig Harbor Art Commission (Name of Committee, Board, Task Force, Commission)

Date: August 12, 2008 Time: 7:00 p.m. Location: Engineering/Operations Conf Rm Scribe: Maureen Whitaker

Commission Members and Staff Present: Bob Sullivan, Ron Carson, Karen Peck, Tracy von Trotha, Carola Stark, and Maureen Whitaker, Assistant City Clerk.

Excused: Mike Jones, Dale Strickland and Carolyn Scott Arnold

Absent: Pat Rosenthal

Approval of the July 8, 2008 meeting minutes as presented. Carson/Arnold – unanimously approved.

Topic / Agenda Item	Main Points Discussed	Recommendation/Action Follow-up (if needed)
Other Business:		
Commission Chair Sullivan received some old GHAC files from past Commission Chair Betty Willis. Initial RFP responses from Civic Center Art was noted. Files also included the Rotating Art Program at the City of Puyallup; the Banners that the GHAC funded. There was discussion about deleting this from the mission statement; The Bonney family cormorant donation; and past Grant files		
New Business:		
I. Webpage	<p>Commissioner Stark said that the new city website and GHAC webpage will have standardized colors, title bars and formatting. On the left hand side of the page could include a section titled "About Us". This section could include the mission statement and a brief history about the GHAC.</p> <p>There also could be a section on the Grant Program that would include the Grant application process. Also discussed was how to showcase the Grant program, description of what the program is all about, advertising upcoming grant recipient events, linking grant recipients with contacts and email addresses, links to grant recipients' web pages.</p>	

Topic / Agenda Item

Main Points Discussed

**Recommendation/Action
Follow-up (if needed)**

<p>a. Grant pdf app, deadline & review</p>	<p>Subsequent sections could include a meetings calendar, Public Art describing how art benefits the community, a Public Art Map that has a portfolio of public art locations with photos. There was discussion about having a separate button for a Public Art Map but the commissioners agreed that this should be included all under Public Art. The map could be created at a later date if necessary. There was also brief discussion about F.A.Q.'s – everyone agreed that this could be added later. Another section could also include “Links” where list serves could be placed.</p> <p>Ms. Stark said that in her review of the draft city webpage, she noted some areas of duplication and was aiming at eliminating any redundancies.</p> <p>Another “static” section on all city webpages is the “News and Highlights” section. Everyone agreed that this would be a great section to advertise any Call for Artists or upcoming special dates and events. This would be an active link.</p> <p>Commission Chair Sullivan stated that much of the 2008 grant budget page had been already completed by Betty Willis.</p> <p>Ms. Willis had worked with HarborNet on getting the budget page to “auto sum”.</p>	<p>Commissioner Peck agreed to prepare a brief description of “why art is important” which would be included in the Public Art section.</p> <p>Ms. Stark stated that the webpage should be tackled in two phases and advised concentrating on the nuts and bolts and follow-up with other less critical elements at a later date.</p> <p>Ms. Stark offered to be the designated person on the commission to work with Maureen on any updating. Everyone agreed this was a good idea and will funnel their ideas to Ms. Stark.</p> <p>Mr. Sullivan asked the commissioners to take the 2007 Grant Application and Guidelines home to review and submit any proposed revisions.</p> <p>Maureen to check on status of this work with HarborNet. (Maureen did check with Kay (Truitt) Johnson and this work was never finalized or paid for with</p>
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		HarborNet.) Unless someone on the commission has the knowledge to do this, this function will not be available on the 2009 grant application. Lita Dawn Stanton said that the new website company would create the auto sum function after the city's website is completed.
II. Judson/Harborview Update	Commission Carson reported that in the meetings that he attended, not much in the way of public art locations was discussed, as there were significantly larger concerns to address, such as utilities/ infrastructure, parking, sidewalks, etc.	Maureen to follow up on: <ol style="list-style-type: none"> 1. Locations for public art opportunities, 2. What kind(s) of art would the city/citizenry like to see, 3. GHAC would like a clean schematic of possible art locations, 4. Could art pedestals be placed in proposed landscaped areas.
Old Business:		
III. Torrens Contract <ol style="list-style-type: none"> a. Copy-right Council comments 	Commission Chair Sullivan stated that the City Council had approved the proposed project and he had worked through most of the issues of the contract with the Torrens and city attorney, however the copy-right is the biggest stumbling block and is expensive. His primary question for the city attorney was is it necessary to have the copy-right in place before the contract is executed. Donna Torrens had said that it is not uncommon for the first application to be rejected as "functional" pieces typically get rejected on the first go-round. However the Torrens were not prepared to take it to the next round and said it would be up to the city to take it further if the first application was rejected. Mr. Sullivan reported that he had spoken	

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<p>b. Cost increase-Rodenbach comment</p>	<p>to Ben Islet, the artist that created the molded salmon. Mr. Islet was fine with the contract but requested to have his name included on the plaque.</p> <p>Mr. Sullivan stated that he had a conversation with Finance Director Dave Rodenbach about increasing the dollar amount of the contract due to the increase in steel prices.</p>	<p>Mr. Rodenbach said that there should be no issues with adjusting the contract amount since the contract has not been approved by Council yet.</p>
<p>IV. T-Bird Public Art a. Next steps</p>	<p>Mark Hoppen had presented his proposal for the T-Bird Memorial to the City Council and received their approval to move forward.</p>	<p>It is not necessary for the GHAC to take Mr. Hoppen's proposal forward to the Parks Commission and DRB since it is not a city-sponsored event.</p>
<p>V. Bogue RFP</p>	<p>Mr. Sullivan presented an example of an RFP from Ferndale. Everyone liked the photo layout on the cover page. There was a discussion about bundling the RFP like Ferndale.</p> <p>Many dates and deadlines were discussed.</p>	<p>Tracy volunteered to put together and create a cover sheet with some good photos.</p> <p>Maureen to submit to the Mayor, City Administrator and to the City Attorney for review.</p>
<p>VI. Artist Selection Process</p>		<p>Tabled until next meeting.</p>

Motion for adjournment: Sullivan/Peck - unanimously approved. 9:17 p.m.

Respectfully submitted,



Maureen Whitaker