AGENDA
ARTS COMMISSION
January 11, 2024

Hybrid Meeting In-person and via Zoom

Join Zoom Meeting
https://us02web.zoom.us/j/86948892921?pwd=TnE2QjM3MnQySFZueG9iZlhraTlsUT09
Meeting ID: 869 4889 2921
Passcode: 8765309

One tap mobile +12532158782,,86948892921# US (Tacoma)
+12532050468,,86948892921# US

AMERICANS WITH DISABILITIES ACT

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcoordinator@ellensburgwa.gov.

CITY OF ELLENSBURG
ARTS COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Thursday, January 11, 2024
4:00 PM - Regular Meeting

1. Call to Order and Roll Call of Members

1.A Chair Eyre, Commissioner Blackstock, Commissioner Dougherty, Commissioner Kooser, Commissioner Oostra, Commissioner Scheffer, Commissioner Snedeker, and Council Liaison David Miller. Welcome any guest and members of the public.

2. Approval of Agenda (No Public Comment)

3. Approval of Minutes The approval of the minutes for December 2023 Arts Commission meeting.

3.A Approval of December 2023 Art Commission Meeting Minutes

4. Budget/Financial Report

4.A No budget report for January

5. New Business

5.A Poet Laureate 2024 Update with Marie Marchland

5.B T-Mobile Hometown Grant Opportunity--Staff

6. Unfinished Business

6.A Hosey Art Update--Alex

6.B Potential Future Mural--Whippel Park--Jerry

6.C Poet Laureate Contract Updates--Jeff/Alex/Staff

7. Subcommittee Business

7.A

1. Ellensburg Arts & Cultural Alliance: Alex/Jeff
2. Funding: Jerry/Jill
3. Public Art: Alex/Jerry
4. Advocacy/Public Relations: Brian/Jeff
5. Art Walk: Courtney/Jill/Erin

8. Citizen Comment

9. Staff Update/Discussion Items

9.A Staff Updates

10. Commission Representative Update

11. Adjournment

For more information on the Ellensburg Arts Commission, contact Arts & Economic Development Manager Kelle Vandenberg at 509-962-7149.

The Contents of this agenda have been photocopied on recycled paper.

CITY OF ELLENSBURG **Minutes of Arts Commission, Regular Meeting**
Date of Meeting **December 14, 2023**
Time of Meeting **4:00 pm**
Place of Meeting **Remotely via Zoom**

1. Call to Order and Roll Call of Members

Commissioner Eyre, Chair, called the meeting to order at 4:00 pm PST.
Present: Commissioner Eyre, Commissioner Snedeker, Commissioner Blackstock, Commissioner Kooser, Commissioner Dougherty, Commissioner Oostra, Councilmember Miller, and staff liaison, Vandenberg.
Absent: Commissioner Scheffer, excused

Guest: Keeley Murphy Pickerel

2. Approval of Agenda

Motion: Motion to approve the December 2023 Arts Commission agenda with date correction.
By: Commissioner Dougherty
Seconded: Commissioner Eyre
In Favor: Snedeker, Oostra, Kooser, Blackstock, Eyre, and Dougherty
Opposed: None
Abstain: None
Motion Approved. Motion Passed 6-0.

3. Approval of Minutes

Motion: Motion to approve the November 2023 Arts Commission Meeting Minutes.
By: Commissioner Snedeker
Seconded: Commissioner Dougherty
In Favor: Eyre, Kooser, Blackstock, Oostra, Snedeker, Dougherty
Opposed: None
Abstain: None
Motion Approved. Motion Passed 6-0.

4. Budget/Financial Report

YTD 2023 Arts Commission Budget Update given by staff liaison Vandenberg.

5. New Business

A. Wind Phone Installation Update and Request for Funding Support

DRAFT

Guest Keeley Murphy Pickerel, artist/project lead for the Wind Phone gave an update on the installation of the Wind Phone in Whippel Park and asked the Arts Commission for supplemental funding for the metal fabrication for the base of the Wind Phone to complete the project. Commissioners discussed.

Commissioner Eyre noted that if the cost of installation is amplified due to City requirements, those costs should be absorbed by the City and not by individual community members.

Motion: Motion to approve the funding request of $688.58 from the 2023 Arts Commission Public Art budget for the completion of the Wind Phone for Whippel Park.
By**:** Commissioner Snedeker
Seconded: Commissioner Dougherty
In Favor: Oostra, Blackstock, Eyre, Kooser, Dougherty, Snedeker
Opposed: None
Abstain: None
Motion Approved. Motion Passed: 6-0

6. Unfinished Business

6.A. Potential Future Mural—Whippel Park
A potential mural is under consideration for Whippel Park. Mural would be located on the CWU Dining Services Warehouse wall that faces Whippel Park. Commissioner Dougherty is working with Director of Dining Services, Dean Masuccio to secure permission to reserve wall for potential mural at a future date.
Action Item: Commissioner Dougherty will report at January 2024 meeting.

6.B. Poet Laureate Contract and Program updates.
Commissioner Snedeker reviewed the changes to existing Poet Laureate contract and programming.
Action Item: Staff liaison will update the documents and have City Attorney, Terry Weiner review and approve changes. Final document will come back to Commissioners for review and recommendation to Council for approval.

7. Subcommittee Business

1. Ellensburg Arts & Cultural Alliance: Alex/Jeff/Staff liaison
   a. Logo design work—in process
   b. Resource Development: Developing a grant writing workshop and building opportunities lists for artists and organizations.

Request: Commissioners would like to review the Production/Performance Space Feasibility Study secured by CenterFuse. Staff liaison sent study to Commissioners on 12/1823.

DRAFT

2. Funding: Jerry/Jill

a. Outstanding 2023 Grant Awards Update: There are three outstanding 2023 grants. Two of the recipients confirmed that they will have their grant submitted prior to December 31, 2023, 5:00 pm deadline. Still no response on the third recipient, nor has packet paperwork been completed.

3. Public Art:

a. Unity Park Art Action Team will need new Council liaison with Councilmember M. Miller's departure from council. Staff liaison has reached out to get confirmation.

There was discussion on recent Rotary Park/Unity Park Art existing art meeting.

b. Discussion on honoring Rotarians for historical contributions to the park downtown.

4. Advocacy/Public Relations: Brian/Jeff

Nothing to report

5. First Friday Art Walk: Jill/Courtney/Erin

a. Erin is designing 25th Anniversary logo and Kelle is getting quotes to have logo made into a window decal for all venues for 2024.

b. Erin, Courtney, and Kelle met to outline marketing plan and promotions for the 25th Anniversary of the First Friday Art Walk.

c. Reminder: No Art Walk in January, instead, we will host a meeting with existing venues to celebrate 25 years of Art Walk, outline plans, and have open dialogue with each venue. Courtney will invite each venue to meeting. Meeting will be help on January 24th at 5:30 pm at NuWave Gallery.

8. Citizen Comment

No comment from citizens

9. Staff Update/Discussion Items

Staff Report included in the Agenda Packet

10. Commission Representative Update: Nothing to report

11. Adjournment Meeting adjourned at 5:05 pm

DRAFT

Ellensburg Poet Laureate Activities for 2024

Through the end of Marie's term (May 31, 2024)

Thurs., March 14, 2024	**Poetry Open Mic at Nuwave Gallery at 5:30 p.m.** (still confirming the date)

<u>National Poetry Month:</u>

Sat., April 6, 2024	**Walking Chapbook Roving Launch at 1 p.m.**
Sat., April 20, 2024	**Laureateship Celebration at Hal Holmes at 6 p.m.**

The celebration event would feature five poets in total, and could include a Q & A segment with Kelle/EAC member asking Marie questions about her time as Poet Laureate. Refreshments and cello music, too!

Sat., May 11, 2024	**Walk & Write at Irene Rinehart Park at 2 p.m.**

FAST LANE SIGNS

PROOF

509.925.7446
801 Prospect Street
Ste. 3
Ellensburg, Wa 98926

CONTACT- Kelle Vandenberg (509) 607-0914 vandenbergk@ci.ellensburg.wa.us

City of Ellensburg - 25 Years of Art Walk

* size:12" circle
* Print/cut
* 3M Controltac

Cost:

15 $21.75 ea + tax
25 $19.95 ea + tax
50 $16.25 ea + tax
75 $12.55 ea + tax

****if ordered individually $24.95 ea +tax**

NOTES

☐ Approved As Is.

☐ Approved w/ changes

☐ Please Re Proof

To begin production-
• Sign proof
• 50% deposit required

Upon completion / pickup of signs-
• Remaining 50% due
(UNLESS other arrangements have been made.)

Agreed to / signed by _____ Date _____

Please Email form

for admin use only

Follow-up communication:
Please note date and communication method (example; email, phone call, in person, etc)

These designs are exclusive property of Fast Lane Signs. All rights reserved. No reproduction or copy of any and all parts of this design may be accomplished with the express written consent of Fast Lane Signs. © 2018

Final Steps

Almost done! Make selections below to finalize your design. Have questions? Call us at 1.866.207.4955.

STEP 1

Application Surface

Outside - Glass included

- Sticky on the back of your design
- Design is displayed on the glass surface
- Brighter & easier to see from a distance

Inside - Glass

- Sticky on the front of your design
- Design is seen through your window
- Protects the decal from wear

FIRST FRIDAY ART WALK

25

YEARS
OF ART
WALK

ELLENSBURG ARTS COMMISSION

ELLENSBURG ARTS COMMISSION
STAFF REPORT
Submitted by: Kelle Vandenberg
Arts & Economic Development Manager
Date: January 11, 2024

I. BUDGET NOTES

City budget is in the open period for the first 20 days of January. Once closed, I will update January budget.

2024 Council Approved Spending Plan:

Operations	$15,500.00
Grants	$30,000.00
Public Art	$4,500.00
Total:	**$50,000.00**

II. 2023 PROJECT GRANT UPDATES

$9,714.68 will be moved to reserve funding as unused. This total includes five forfeited/unused grants (projects either not completed and/or paperwork not returned) and three projects that did not use all the allotted funds.

III. 2024 PROJECT GRANT UPDATES

- We currently have contracts back from three of the awardees.
  Deadline reminder emails went out Friday, January 5, 2024.

- Deadline for returned contract is January 31, 2024.

COMMISSION ACTION ITEM: Commissioners should review the next two or three highest scoring applications so that we will be able to make recommendations to council for new potential awardees, if needed.

III. 2024 ART WALK VENUE BILLING---In process