

AGENDA

ARTS COMMISSION

April 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

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

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda** (No Public Comment)
- 3. Approval of Minutes**
 - 3.A Approval of March 14, 2024, Arts Commission Minutes
- 4. Budget/Financial Report**
 - 4.A YTD Arts Commission Budget-April 2024 Update
 - 4.B Creative District Grant--Line Item Update
- 5. New Business**
 - 5.A Gallery One: Open Show--Selection Committee
Exhibit opens May 3 and awards announced June 7th. (First Friday in June)
 - 5.B Renee Adams Sculpture from Gallery One-Alex Eyre
- 6. Unfinished Business**
 - 6.A Call for Artist: Bus Shelter--Next Steps
 - 6.B Poet Laureate Contract and 2025-2027 Poet Laureate Selection Committee
- 7. Subcommittee Business**
 - 7.A
 1. Ellensburg Creative District Updates: Alex/Jeff/Staff
 2. Funding: Jerry/Jill
 - TMobile Update
 - Grant Opportunities: NEA Grant-July 11th Deadline
 3. Public Art: Alex/Jerry:
 - Art Treasure Update
 4. Advocacy/Public Relations: Brian/Jeff
 5. Art Walk: Courtney/Jill/Erin
 - Art Walk 25th Anniversary Celebration
- 8. Citizen Comment**

9. Staff Update/Discussion Items

9.A Unity Park Groundbreaking and Park Update

9.B Walking Chapbook Recap

9.C Robert's Rules of Order Training w/Aaron Reiman on May Arts Commission Agenda

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

March 14, 2024

Time of Meeting

4:00 PM

Place of Meeting

Council Conference Room, City Hall

1. Call to Order and Roll Call of Members

Chair Eyre, Commissioner Blackstock, Commissioner Oostra, Commissioner Scheffer, Commissioner Dougherty, Commissioner Snedeker Commissioner Kooser, and Council Liaison David Miller. Welcome any guests. (no guest at this meeting)

2. Approval of Agenda

- 2.A Motion to approve March 14, 2024 Arts Commission meeting agenda with change to add Art Treasurer as a talking point under Subcommittee: Public Relations and Advocacy
By: Commissioner Snedeker
Seconded: Commissioner Eyre
In Favor: All
Opposed: None
Abstained: None
Motion Carries

3. Approval of Minutes

3. A Motion to approve February 8, 2024 Arts Commission meeting minutes.
By: Commissioner Snedeker
Seconded: Commissioner Scheffer
In Favor: All
Opposed: None
Abstained: None
Motion Carries

4. Budget/Financial Report

- 4.A Review March 2024 Arts Commission Spending Plan/Budget
Staff updated commission on budget expenditures for February 2024.

5. New Business

- 5.A New Bus Shelter (5th and corner of Water in front of the County Courthouse)

Call for Artist Discussion: Commissioners and staff reviewed the content of the past Call for Artists on the Bus Shelter projects. Commissioners relayed edits to staff. Staff will update and send out via email for Commissioner review and approval.

Action Items:

- Staff will update Call to Artists. Call will include:
Call for Artist | bus shelter schematic | two past examples of completed art/shelter.
- Alex will reach out to Betsy regarding printing specific the campus bus shelter and vendor.
- Staff will send complete call to artist out to commissions via email for review/edits/approval.

5.B Poet Laureate Funding Request: Commission reviewed request as presented in agenda packet:

Motion to approve request from Marie Marchand, Ellensburg Poet Laureate to dedicate \$260.00 of her remaining \$325.00 stipend as an honorarium to support musicians playing at the Poetry Showcase on April 20, 2024 .

By: Commission Eyre

Seconded: Commissioner Snedeker

In Favor: All

Opposed: None

Abstained: None

Motion Carries

5.C Review of Mural Art Submitted by Nuwave Gallery, 2024 Arts Commission Project Grant Awardee

Commissioner Oostra presented the Downtown Mural Project and mural rendering for commissioner review.

Commissioner Snedeker asked if there is any conflict of interest with regards to Commissioner Oostra presenting this design, as an Arts Commissioner.

Commissioner Oostra had previously recused herself from voting for the Ellensburg Arts Commission Project grant concerning the Downtown Mural Project and recused herself from voting to approve/reject the mural design.

Commissioner Eyre noted that per City Attorney, there is nothing within the Arts Commission Project Grant contract that would prohibit Art Commissioners from applying for the grant.

Motion to approve the Downtown Mural Design presented by Erin Oostra of Nuwave Gallery.

By: Commissioner Scheffer

Seconded: Commissioner Snedeker

In Favor: All

Opposed: None

Abstained: Commissioner Oostra

Motion Carries

6. Unfinished Business

6.A Creation of Poet Laureate Subcommittee discussion:

Staff requested that a Poet Laureate Subcommittee be created to support the projects and event of the future Poet Laureate. Commissioner Snedeker stated that the commission discussed previously and rejected the idea of a subcommittee.

Staff noted that she will not be able to offer same level of support for Poet Laureate program as currently giving due to the support needed to build the Ellensburg Creative District.

7. Subcommittee Business

7.A

1. Ellensburg Arts & Cultural Alliance: Alex/Jeff
Commissioner Eyre and staff gave update.
2. Funding: Jerry/Jill: Commissioner Scheffer discussed the NEA grant for Artistic Disciplines. Deadlines: First opportunity: Feb. 7, 2024. Second opportunity, July 11, 2024. Commissioner Scheffer and Commissioner Dougherty will review/vet the grant. Possible project: Double funding available for the Project Grant Program.
3. Public Art: Alex/Jerry
Art Treasure Discussion: Timeline discussion. Need to get the call for Art Treasure out. Staff set up meeting with Commissioner Snedeker and Commissioner Eyre to review all existing documentation and outline timeline and plan.
4. Advocacy/Public Relations: Brian/Jeff
5. Art Walk: Courtney/Jill/Erin:
Art Walk Venue Meeting Discussed the Art Walk venue meeting. Recapped some of the venue feedback. General view was that it was good meeting—very positive. October Art Fair in Unity Park the first Saturday vs. the first Friday. Commissioner Scheffer noted that Ciderfest is the first Saturday in October started at 6:30)

7.B Art Walk Shuttle—Erin Oostra presented commission with Little Hopper Shuttle proposal. Perhaps an option for the October Art Walk 25th Anniversary Celebration

8. Citizen Comment

9. Staff Report-No Staff Report given

10. Council Representative Update-No council representative update given

11. Adjournment

Time: 6: 00 pm

Submitted by:

Kelle Vandenberg, Arts & Economic Development Manager
Staff Liaison for the Arts Commission

DRAFT

7. Staff Update/Discussion Items

7.A 2023 Grant Reimburesment Updates

7.B 2024 Grant Award Updates

8. Commission Representative Update

9. Adjournment

DRAFT

	A	B	C	D	E	F	G	H
1	2024 EAC Spending Plan			2024 BUDGET	2024 ACTUALS	Balance		NOTES
2		REVENUES:						
3		100 162 347 90 00	Artwalk					
4			The Clymer Art Gallery	\$ 50.00				
5			Dark Moon Craft Beer & Wine	\$ 50.00				
6			D&M Coffee Downtown	\$ 50.00				
7			Ellensburg Rodeo Hall of Fame	\$ 50.00				
8			Gallery One	\$ 50.00				
9			Gard Vintners	\$ 50.00				
10			Kittitas County Historical Museum	\$ 50.00				
11			Kittitas County Recovery Center	\$ 50.00				
12			The Mule	\$ 50.00				
13			NuWave Gallery	\$ 50.00				
14			The Palace Gallery	\$ 50.00				
15			Kittitas Valley Healthcare	\$ 50.00				
16			Hotel Windrow	\$ 50.00				
17			Mariposa	\$ 50.00				
18			Blue Bear Puppet Lab	\$ 50.00				
19			Pearl Street Books	\$50.00				
20		Total Revenue		\$ 800.00				
21								
22		EXPENDITURES:						
23		100 162 573 20 31	Operating Supplies					
24			Artwalk Annual meeting supplies	\$ 50.00	\$ 87.08			02/12/24: Food for Meeting
25			Treasure Award Engraving/Plaque	\$ 50.00				
26			Treasure Award Ceremony Supplies	\$ 200.00				
27			Plaques/framing for Collection	\$ 500.00				
28								
29			Total Operating Supplies	\$ 800.00	\$ 87.08	\$ -		
30								
31		100 162 573 20 41	Professional Services			\$ -		
32			Am. For the Arts membership	\$ 75.00				
33						\$ -		
34								
35			Total Professional Services	\$ 75.00				
36								
37		100 162 573 20 43	Professional Development-Travel					
38			Conferences-Travel					
39								
40		100 162 573 20 49	Professional Development-Misc		\$ 234.00			JotForm subscription

	A	B	C	D	E	F	G	H
41		100 162-573-20-44-013	Admin Services	\$ 13,000.00				
42		Total Professional Development		\$ 13,000.00				
43								
44		100 162 573 20 44	Advertising					
45			NPR- for contract year	\$ 1,920.00				
46			Additional Advertising					
47		Total Advertising		\$ 1,920.00				
48								
49		TOTAL EXPENDITURES		\$ 15,795.00	\$ 321.08			
50								
51		Grant Dispersement		2024 BUDGET	2024 ACTUALS	Balance		
52		100 162 573 20 40	2024 Art Grants					
53			Birdsong' at the Palace Gallery	\$ 1,000.00				
54			Kairos Lunch Concert	\$ 1,000.00				
55			Weight	\$ 1,000.00				
56			Ellensburg Fiddle Project	\$ 1,000.00				
57			People with Puppets	\$ 1,000.00				
58			New Music for Two Guitars-Recording Live!	\$ 1,000.00				
59			Gallery One--Trimpin Exhibit	\$ 2,500.00				
60			2024 CWU New Music Festival	\$ 2,500.00				
61			KCHS-Ellensburg Music Preservation Project	\$ 2,500.00				
62			VTC's Rising Star: The Somewhat True Tale of Robir	\$ 2,500.00				
63			Blue Bear Puppet Lab: Mardi Gras Night Parade	\$ 2,500.00				
64			EDA-Buskers in the Burg	\$ 2,500.00				
65			Ellensburg Big Band Swing Dance Project	\$ 2,500.00				
66			NuWave Gallery-Downtown Entry Mural	\$ 2,500.00				
67			EDE-The Nutcracker	\$ 2,500.00				
68			Inland Poetry PiE (Poetry in Ellensburg)	\$ 1,500.00				
69								
70			Art Treasurer Grant	\$ 500.00				
71								
72								
73		Total Art Grants		\$ 30,500.00	\$ -	\$ -		
74								
75		Capitol/Public Art		2024 BUDGET	2024 ACTUALS	Balance		
76		100 162 573 20 40	Capital/Public Art					
77			City Permanent Acquisition	\$ 2,600.00	\$ 53.50			Belonging Poem Banner
78								
79			Poet Laureate	\$ 600.00	\$ 535.00	\$ 65.00		\$260.00 for Poetry Showcase

	A	B	C	D	E	F	G	H
80								
81		Total Capitol/Public Art		\$ 3,200.00	\$ 588.50	\$ -		
82								
83								
84								
85								
86								
87		Total Budget	\$50,000.00	\$ 49,495.00	\$ 909.58	\$ -		
88								
89								
90		2024 Council Approved Spending Plan		2024 Percentages	BUDGETED	2024 Percentages	ACTUALS	
91		Expenditures	\$ 15,000.00	Expenditures	30%	Art Grants	0%	
92		Art Grants	\$ 30,000.00	Art Grants	60%	Expenditures	1%	
93		Public Art	\$ 5,000.00	Public Art	10%	Public Art	1%	
94								
95		Beginning Fund Balance						
96		\$ 47,181.00						
97								
98								
99								

Kelle Vandenberg

From: Alex Eyre JLS Ellensburg <alex.eyre@fairpoint.net>
Sent: Monday, April 8, 2024 10:22 AM
To: Kelle Vandenberg
Subject: [Ext] Fwd: Renee Adams sculpture proposal for Arts Commision
Attachments: Obligate.jpg; IMG_20230918_104214308_HDR.jpg; IMG_20230918_103050314_HDR.jpg

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Hello kelle,

Here is Rene Adams's original email asking the Arts Commission to consider accepting "Obligate" for the City collection.

Please add this to our Thursday agenda under New Business.

Thank you,

Alex Eyre

From: "Renee Adams" <reneejaneadams@gmail.com>
To: "alex eyre" <alex.eyre@fairpoint.net>
Sent: Wednesday, January 10, 2024 11:00:52 AM
Subject: proposal

Hi Alex,

As you may know, I participated in the City of Seattle Public Art Boot Camp hosted by their Office of Arts and Culture last year, and as part of the process designed and fabricated a temporary piece for the Seattle Center titled "Obligate". The piece will be coming back to me at the end of February and I am looking for a permanent or temporary home for it. I wanted to share this with you in case you can envision an appropriate location for it in Ellensburg. Since the piece was already paid for through the project, I would only charge a nominal transportation fee and ask that the city would take on the installation. It does need to hang but has a large steel plate that can be bolted or welded onto a surface. It is made of painted steel and painted wood suitable for being outside, though a covering over it would be most ideal to protect from ice. Dimensions are roughly 8.5 x 6 x 5 feet.

Here is a short write-up about it. I've attached some photos. No worries if it can't work out, just thought it wouldn't hurt to ask since the new Unity Park will be in process soon.

Mistletoe has a long folkloric history with ties to fertility and peace. As an obligate parasite, it was brought inside during winter months to add greenery to the home and later became associated with the Christmas tradition, obligating those standing below it to share a kiss. With over 1,500 different species worldwide the plant rarely kills its hosts and instead contributes to diverse ecosystems as a food source for birds and insects.

Best,
Renee Adams







Building Community Through the Arts.

Ellensburg Arts Commission

501 N. Anderson Street

Ellensburg WA 98926

509.962.7149

[Ellensburg Arts | Ellensburg, WA](#)

Call for Artist: New Bus Shelter Art

The Ellensburg Arts Commission seeks designs in response to the year 2024 glass panels to be placed on a new bus shelter on 5th and Water Street in front of the County Courthouse. One artist will be selected to design glass panels.

Artwork should showcase/represent the beauty of Ellensburg and/or the community or culture within Ellensburg.

Shelter/Project Details:

- The bus shelter comprises of four panels that measure roughly 25" x 44" each.
- Panel designs will consist of four panels in a single rectangle on the back wall of the shelter totaling approximately 60" x 90".
- The finished panels will have the final design printed in full color on glass.
- The Ellensburg Arts Commission will pay for printing costs.
- The artist retains the rights to the image, but the City of Ellensburg will have the ability to use selected art submitted images in promotional materials.

Stipend: Artist(s) will receive a \$500.00 stipend if their work is selected.

Submission Requirements:

- ☐ Applicant are limited to one complete finished design for the bus shelter. Designs must adhere to the specifications noted on bus shelter schematic provided.
- ☐ Artist(s) should submit up to five samples of previous artwork. (electronically)
- ☐ Artist Statement and Resume
- ☐ Submission file format: JPEG only
- ☐ File Dimensions: No smaller than 1920 pixels on the longest side
- ☐ File Resolution: Minimum 150 dpi (standard web resolution)
- ☐ File Size: 5 MB Maximum
- ☐ **Submit Art to:** ellensburgarts@ci.ellensburg.wa.us

Qualifications:

- ✓ Preference given to City of Ellensburg residents.
- ✓ Work should showcase/represent the beauty of Ellensburg and/or the community or culture within Ellensburg.



Building Community
Through the Arts.

Ellensburg Arts Commission
501 N. Anderson Street
Ellensburg WA 98926
509.962.7149

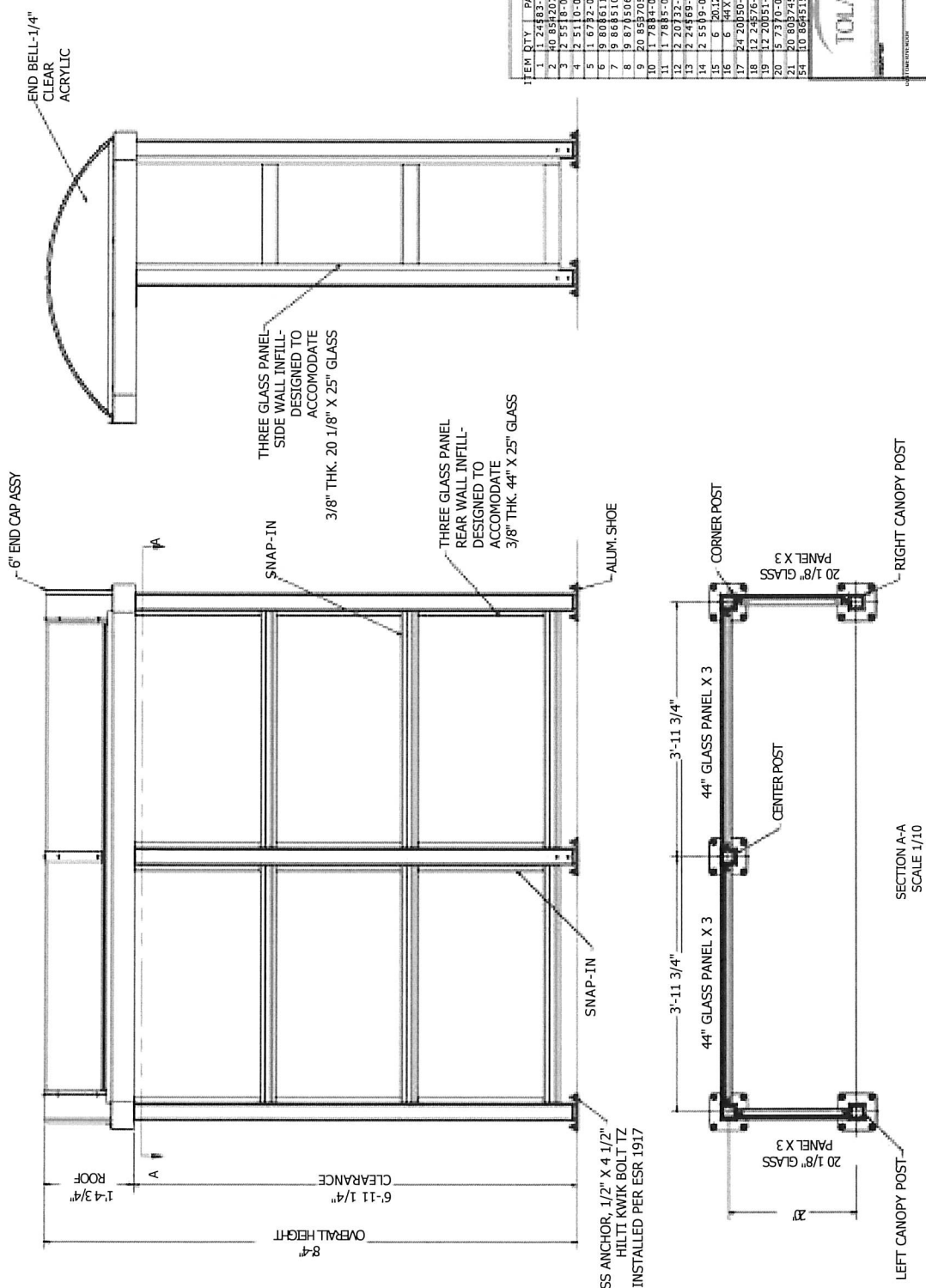
[Ellensburg Arts | Ellensburg, WA](http://EllensburgArts.com)

Evaluation:

- ✓ Work will be evaluated on strength of design, and ease of translation onto the four panels of glass.
- ✓ Arts Commission reserves the right to work with the artist to ensure the artwork will translate well into printed, final piece for installation at the bus shelter.

Examples of Past Selected Designs





ITEM	QTY	PART NUMBER	PARTS LIST	DESCRIPTION
1	1	24583-00	8 DOME ROOF ASSEMBLY	
2	40	8542075	SKS #8 X 3/4" PH PAN HD SELF DRILLING	
3	2	5518-01	End Band Assy, 4 Dp. "Magma" Roof	
4	2	5110-00	POST CORNER STANDARD	
5	1	6732-00	POST WELDMENT ROOF TRIM MTD.	
6	9	8085115	BOLT, 3/8-16 X 1" PER HEAD, STN STL	
7	1	8085115	WASHER, 3/8" DIA, STN STL	
8	9	8085068	LOCKWASHER, 3/8" STN STL	
9	20	8537055	DRIVE SCREW, #14 X 3/4" STN STL	
10	1	78834-00	CANOPY POST WELDMENT, NO ELECTRIC, RIGHT	
11	1	78835-00	CANOPY POST WELDMENT, NO ELECTRIC, LEFT	
12	2	20732-00	REAR GLASS FRAME, WELDMENT	
13	2	24569-00	END PANEL, ACRYLIC, ARO, CLEAR	
14	2	5509-00	SIDE GLASS FRAME, WELDMENT	
15	6	20125 X 25 GLAZING	REAR WALL PANEL GLASS	
16	6	44 X 25 GLAZING	END WALL PANEL GLASS	
17	24	20050-00	SNAP-IN, VERTICAL MILLION FOR 44" PANEL	
18	12	24576-00	SNAP-IN, HORIZ MILLION FOR 44" PANEL	
19	12	24576-00	SNAP-IN, HORIZ MILLION FOR 25" PANEL	
20	5	7370-00	SS ANCHOR, 1/2" X 4 1/2" STN STL	
21	20	80859450	ANCHOR W/IK BOLT TZ 1/2 X 4 1/2 STN STL	
54	10	8645130	TEK SCREW, #14 X 1 1/2", SELF TAP FLANGE HDW/NEOPRENE SEAL, ZINC	

Tolar Manufacturing Company, Inc
258 Mariah Circle, Corona CA. 92879

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COMMUNITY TRANSIT

ELEV. 4'6" X 8'6" NON-AD. LOW DOME SHELTER

VARIOUS

SEE PARTS LIST

DATE: 2/10/2015

TIME: 10:01

24718-00

SECTION A-A
SCALE 1/10