

AGENDA ARTS COMMISSION June 13, 2024

Hybrid Meeting In-person and via Zoom



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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 ADAAccordinator@ellensburgwa.gov.

**CITY OF ELLENSBURG
ARTS COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Thursday, June 13, 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 May 2024 Arts Commission Meeting Minutes
- 4. Budget/Financial Report**
 - 4.A YTD 2024 June Arts Commission Budget-No Update-No changes from May on Budget
 - 4.B 2025 Spending Plan Sub-Committee
- 5. New Business**
 - 5.A Review Grant Application for 2025 Grant Cycle
 - 5.B Arts Commission Retreat
- 6. Unfinished Business**
 - 6.A Update Unity Park Call for Artist--Reserve Funding Utilization
 - 6.B Update on Art Treasure Award/Art Advocate Award
 - 6.C Update on FF Art Walk Map
- 7. Subcommittee Business**
 - 7.A
 1. Ellensburg Arts & Cultural Alliance: Alex/Jeff
 2. Ellensburg Creative District: Staff
 3. Funding: Jerry/Jill
 4. Public Art: Alex/Jerry
 5. Advocacy/Public Relations: Brian/Jeff
 6. Art Walk: Courtney/Jill/Erin
- 8. Citizen Comment**
- 9. Staff Update/Discussion Items**

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

May 9, 2024

Time of Meeting

4:00 PM

Place of Meeting

Council Conference Room, City Hall

1. Call to Order and Roll Call of Members

1.A Chair Eyre, Commissioner Dougherty, Commissioner Kooser, Commissioner Oostra, Commissioner Snedeker, Councilmember David Miller. Welcome any guests.

Absent: Commissioner Scheffer

Guest: Marie Marchand, Terry Weiner

2. Approval of Agenda

Motion to approve May 9, 2024 Arts Commission meeting agenda as presented.

By: Commissioner Snedeker

Seconded: Commissioner Dougherty

In Favor: Chair Eyre, Commissioner Dougherty, Commissioner Kooser, Commissioner Oostra, Commissioner Snedeker

Opposed: None

Motion Carries

3. Approval of Minutes

Motion to approve April 11, 2024 Arts Commission meeting minutes with the following changes:

5.A under Selection Committee—change ***civilian to community member***.

By: Commissioner Dougherty

Seconded: Commissioner Snedeker

In Favor: Chair Eyre, Commissioner Dougherty, Commissioner Kooser, Commissioner Oostra, Commissioner Snedeker

Opposed: None

Motion Carries

4. Budget/Financial Report

4.A Review April 2024 Arts Commission Spending Plan/Budget was discussed. Commissioner Kooser mentioned that Gallery One should pay his Art Walk fee. Questions about the reserve budget were answered.

5. New Business

- 5.A Robert's Rules of Order Commission-Committee Training with Terry Weiner. Training conducted.
- 5.B Resignation of Commissioner Blackstock: The commission acknowledged the resignation of Courtney Blackstock. Request for staff: Please prepare a letter from the Commission accepting, with regret, much appreciation as well as many thanks to Blackstock.
- 5.C Ellensburg Arts Commission application submission for consideration: Marie Marchand spoke regarding her interest in joining the Arts Commission.

Motion to approve Marie Marchand as the next Commissioner pending City Council approval.

Motion By: Commissioner Eyre

Seconded by: Commissioner Kooser

All in favor. Motion passes.

- 5.D Call for Artist—Unity Park Review and Discussion: Call for Artist was discussed.
Motion to approve utilization of \$45,000.00 reserve funding to support Unity Park Call for Artist.
Motion By Commissioner Eyre
Seconded by: Commissioner Snedeker
All in favor. Motion passes

6. Unfinished Business

- 6.A Art Treasure Award Nominations and Update
Art Treasure Award Nominations were discussed. Snedeker moved to offer two Art Treasure Awards this year – the motion did not pass with Snedeker abstaining.

Motion: To award Julie Prather the Art Treasure Award.

Motion By: Snedeker

Seconded By: Dougherty

All in favor. Motion passes

Motion: To award Carol Cox the Arts Advocate Award.

Motion By: Snedeker

Seconded By: Kooser

All in favor. Motion passes

Additional Commission Discussion: Commissioner Eyre discussed the design for the actual Art Treasure award. (visual aid presented) and will work to make the award more personal for the recipient.

Motion: To utilize the budgeted \$250.00 to create the Art Treasure award based on necessary approval.

Motion By: Eyre

Seconded By: Snedeker

All in favor. Motion passes

- 6.B Art Walk Map: Commissioner Oostra presented the draft of the First Friday Art Walk Map. Commissioners reviewed and discussed edits and changes to the map as presented.

7. Subcommittee Business

7.A

1. Ellensburg Creative District Updates: Alex/Jeff/Staff
Updated was presented
2. Funding: Jerry/Jill Update was presented.
3. Public Art: Alex/Jerry
-**Barn Quilt** was purchased at the Kittitas County Open Show.
4. Advocacy/Public Relations: Brian/Jeff
-Art Treasure: Discussion on potential date for the award ceremony.
Art Walk: Courtney/Jill/Erin
-Art Walk map was presented and reviewed.

8. Citizen Comment

No citizen comment

9. Staff Updates

In agenda packet—please read.

10. Council Representative Update—No update given

11. Adjournment

Time: 5:55 pm

DRAFT

ELLENSBURG ARTS COMMISSION FUNDING REQUEST CALL FOR ARTISTS AND ARTS ORGANIZATIONS

The **Ellensburg Arts Commission (EAC)** invites **artists and organizations** to submit a request for funding for art projects **FOR 2024** in the City of Ellensburg. All artistic disciplines are welcome to apply for grants between \$1,000 and \$2,500.

Statement of Purpose

Projects that involve community members or organizations in the design, concept, or creation of artwork are enhanced through the support of the EAC. Through project support, artists and organizations are encouraged to apply for project funding on an annual basis. Awards are granted based on budget feasibility, experience of the candidate(s), artistic merit, and public benefit. Grants are part of the annual budget of the EAC and approved by City Council.

Request Guidelines and Information

1. Incomplete forms will not be considered.
2. The Commission may request one representative from the sponsoring party to give a brief explanation of the project or event at the September 2023 Arts Commission meeting.
3. Grants are designed to provide financial support for arts programs and projects in Ellensburg that merit public funding. Because EAC Grants are supported with public tax dollars, the EAC places a priority on those programs that best reflect the EAC's mission and core values, and serve the residents of Ellensburg. The Commission invites artists and organizations annually to submit requests for funding. Funding may be awarded for grants between \$1,000 (individual artist) and \$2,500 (arts organizations). Projects supported include:
 - The development of new artwork
 - Arts-related events
 - Interpretation of existing artwork
 - Presentation of new artworks or collection of artworks
4. Funds disbursed by the City of Ellensburg must meet at least one of the following guidelines:
 - The funds must be expended for a legitimate municipal purpose (an event or project which benefits the community in accordance with the Arts Commission's statement of purpose).
 - The transaction must be an equal exchange (a tangible benefit to the community for funds spent).
 - Funds may be spent to commission or purchase artwork for public benefit or to sponsor performances that are open to the public.
5. The Commission requires that each sponsored project or event acknowledge the funding by including the Commission logo in publicity and event-related collateral.

Who Can Apply

Applicants **MUST**:

- Be an individual artist, group of artists or arts organization in the fields of performing or visual arts
- Be 18 years of age or older at the time of application

Although not necessary, priority will be given to applicants living within city limits.

The deadline to submit applications is 5 PM August 31, 2023

Application Process

There are **four parts** to this application. Please complete all parts via the online application and press submit. *You will receive an email verification that your application was submitted.*

Questions - Send an email to - ellensburgarts@ci.ellensburg.wa.us or contact Josephine Camarillo at (509) 962-7252.

Examples of eligible expenses

- Professional development of an artist (e.g. workshop, conference, residency)
- Rental or purchase of materials that further the applicant's project
- Promotional and marketing materials (i.e. design and printing of posters, flyers, programs, etc.)

Examples of ineligible expenses

- Tuition and cost-of-living expenses for matriculated students in any degree program
- Projects in which fundraising is a primary purpose
- Paid advertising (e.g. newspaper, radio, broadcast tv, social media, etc.)

Public Benefit Requirement

The Arts Commission receives its funds from the City of Ellensburg. Because of this, artists and organizations funded through this program must provide public benefit to the citizens of the City of Ellensburg. The following are examples of services that meet the public benefit:

- Free/discounted admissions to project event: performances, exhibitions, workshops, screenings, readings, etc.
- Free distribution of resources and publications to residents of the city of Ellensburg.

Review Process

Applications are reviewed by the Ellensburg Arts Commission for eligibility, accuracy, and comprehensiveness. The Ellensburg Arts Commission, comprised of seven Commissioners, will select and recommend the most highly qualified projects for funding based on the following criteria:

1. Commitment of the applicant to see the project through to completion: This can be demonstrated by past work, in a resume, in narrative form, or in the inclusion of a plan that details the project objectives and outcomes.
2. The public benefit of the project: This can be demonstrated by projected attendees, the visibility of the project, and/or other means.
3. Artistic significance: Discuss how will this work impact the community and its cultural relevance.
4. Budget feasibility: This can be demonstrated by an articulated budget of the project, clearly identifying the income sources and expenses, including the amount requested of the EAC.

Award Process

Once accepted, recipients receive funds through reimbursement. To apply for reimbursement a recipient must submit an invoice, originals of receipts, and an IRS W-9 with tax ID or social security number. At the project's end, a final report is required clearly stating how funds were spent and assessing the success of the project. Funds must be spent and invoiced by December 31, 2024, in accordance with the details outlined in the award agreement.

Application Process

There are four parts to this application. Please complete all parts via the online application and press submit. After you click submit you will be directed to a screen with a link to a printable receipt for your records. You will also receive an email receipt with a copy of your submission.

Questions

Send an email to - ellensburgarts@ci.ellensburg.wa.us.

Date Submitted *

1. CONTACT INFORMATION

First Name *

Last Name *

Organization name (if applicable)

Tax ID Number/EIN (required for organizations)

Street Address *

Address Line 2

City *

State *

Zip Code *

Phone Number *

Email Address *

2. PROJECT INFORMATION

Name/Title of Event/Project: *

This application is for an: *

☐ Individual - \$1,000

☐ Organization - \$2,500

What is the total budget for this event/project? *

Brief description of event/project: *

Is your event: *

☐ One day event

☐ Multiple day event (e.g. Thursday thru Saturday)

☐ Multiple dates over time (e.g. every Saturday in October, once per quarter, etc.)

Event/project Start date *

Event/project End date *

Event/project location or venue *

What is the target audience(s) for this event/project? *

Please explain how this event/project will benefit OR IMPACT our community and describe how this will be measured in the project's final report. *

What will Arts Commission funding be used for? *

Will admission be charged? (Organizations Only)

- ☐ Yes
☐ No

If admission is charged, how much? (Organizations Only)

Are revenues anticipated? (Organizations Only)

- ☐ Yes
☐ No

How do you plan to acknowledge the Arts Commission? *

3. BUDGET

What is the total budget of this event/project? *

Funding amount requested from the Arts Commission? *

Enter \$1,000 for individual or \$2,500 for organization

What are the Arts Commission Eligible expenses related to this project? The total should equal either \$1,000 for individuals or \$2,500 for organizations. NOTE: Some categories may not be applicable to your project.

	Description of Expense	Amount	Sources of funds
Artist Fees			
Professional Services			
Rental			
Promo/Marketing			
Supplies			
Other			

Is this project dependent on funding from the Ellensburg Arts Commission to proceed? *

- ☐ Yes
- ☐ No

What other sources of funding do you have for the project? *

What happens to the project/event if you don't receive funding from the Arts Commission? What happens if you receive a partial award? *

4. SUPPORTING DOCUMENTS

Please describe your supporting documents and how they relate to the project (examples of art work, publicity materials, resumes, etc.). The full budget for the proposed project/event must be attached. If possible, combine documents into one .pdf file (max 20 MB). Two file upload areas are provided on this form, if needed. * 

0/1000 characters

Upload supporting documents

Choose File

No file chosen

Upload supporting documents 2

Choose File

No file chosen

Thank you for presenting this proposal. The Arts Commission appreciates your interest and involvement in encouraging the growth of arts within our community.



AUDIOART WALKING TOUR

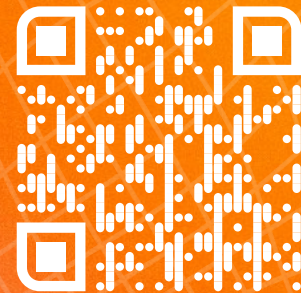
Listen to a musically guided Ellensburg art tour hosted by local artists & musicians. You will learn some of the history & background of the art installations in this funny, sometimes windy, & always entertaining unique way to experience Ellensburg Art.

LISTEN NOW AT:

EBURGRADIO.ORG/AUDIO-ART-WALK



SCAN FOR A DIGITAL
ART WALK MAP



NUWAVEGALLERY.CO/NEWS/ART-WALK

ELLENSBURG, WA

FIRST FRIDAY ART WALK

The Ellensburg First Friday Art Walk is designed to showcase performing & visual arts on a monthly basis in galleries & non-traditional spaces in Ellensburg. Occuring on the First Friday of each month, the Art Walk is an event to honor the local artists & their work.

SEE WHAT ART & PERFORMANCES
ARE HAPPENING THIS MONTH:

[CI.ELLENSBURG.WA.US/409/
FIRST-FRIDAY-ART-WALK](http://CI.ELLENSBURG.WA.US/409/FIRST-FRIDAY-ART-WALK)



ART WALK MAP



ART WALK VENUES

ELLENSBURG, WA

BARS / RESTAURANTS / CAFES

- 01. THE MULE / 119 E 4TH AVE
THEMULECOCKTAILBAR.COM
@THEMULECOCKTAILBAR
- 02. GARD VINTERS / 311 N PEARL ST
GARDWINE.COM / @GARDVINTNERS
- 03. D&M COFFEE / 325 N PEARL ST
DMCOFFEE.COM / @DMCOFFEE
- 04. CORNERSTONE PIE / 307 E 5TH AVE
CORNERSTONEPIE.COM / @CORNERSTONEPIEBURG

LOCAL BUSINESSES

- 05. HOTEL WINDROW / 502 N MAIN ST
HOTELWINDROW.COM / @HOTELWINDROW
- 06. KITTITAS CO RECOVERY CENTER / 211 W 3RD AVE
KITTITASCOUNTYRCO.ORG / @KITTITASCOUNTYRCO
- 07. THE INK / 405 N MAIN ST
GALLERY-ONE.ORG/THE-INK
- 08. MARIPOSA MEDICAL AESTHETICS /
309 N PEARL ST / MYMARIPOSAAESTHETICS.COM
@MYMARIPOSAAESTHETICS
- 09. PEARL STREET BOOKS & GIFTS / 421 N PEARL ST
PEARLSTREETBOOKSTORE.COM
@PEARLSTREETBOOKS&GIFTS

GALLERIES

- 10. NUWAVE GALLERY / 115 W 3RD AVE
NUWAVEGALLERY.CO / @NUWAVEGALLERY
- 11. THE PALACE GALLERY / 210 W 4TH AVE
THEPALACEGALLERY.COM
@THE_PALACE_GALLERY
- 12. GALLERY ONE / 408 N PEARL ST
GALLERY-ONE.ORG / @GALLERYONEELLENSBURG
- 13. SARAH SPURGEON GALLERY /
R&ALL HALL, 700 E DEAN NICHOLSON BLVD
CWU.EDU/ACADEMIGS/ART/EXHIBITS/

MUSEUMS

- 14. KITTITAS COUNTY HISTORICAL MUSEUM /
14 E 3RD AVE / KCHM.ORG
- 15. THE CLYMER MUSEUM / 416 N PEARL ST
CLYMERMUSEUM.ORG
- 16. ELLENSBURGBURG RODEO HALL OF FAME /
416 N PEARL ST
ELLENSBURGRODEOHALLOFFAME.ORG

- FREE TIMED STREET PARKING
- FREE ALL DAY PARKING

