

AGENDA ARTS COMMISSION April 10, 2025

Hybrid Meeting In-person and via Zoom



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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 10, 2025
4:00 PM - Regular Meeting**

1. Call to Order and Roll Call of Members

- 1.A Member Roll Call: Commissioner Eyre, Commissioner Dougherty, Commissioner Kooser, Commissioner Marchand, Commissioner Oostra, Commissioner Scheffer, Commissioner Snedeker, Council Member Miller

Welcome any guest:

2. Approval of Agenda (No Public Comment)

- 2.A Motion to approve the April 10, 2025 Ellensburg Arts Commission meeting agenda as presented.

3. Approval of Minutes

- 3.A Motion to approve the March 13, 2025 Ellensburg Arts Commission meeting minutes as presented.

4. Budget/Financial Report

- 4.A YTD 2023 Arts Commission Budget Update

5. New Business

- 5.A Arts Treasure Discussion

6. Unfinished Business

- 6.A Shakespeare in the Park Update/Discussion
6.B City Arts Policy Review Update Timeline

7. Subcommittee Business

- 7.A Funding & Advocacy: Jerry, Jill, Marie
First Friday Art Walk: Erin, Jill, Brian
City Art Collection/Public Art: Jerry, Alex, Jeff
Awards & Distinction: Jeff, Marie, Alex
Ellensburg Creative District: Jeff, Alex, Brian (Staff led)

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

Meeting Date of Meeting

Start Time of Meeting

Place of Meeting

Arts Commission Meeting Minutes

March 13, 2025

4:00 PM

Council Conference Room, City Hall

1. Call to Order and Roll Call of Members

1.A Chair Eyre, Commissioner Marchand, Commissioner Dougherty, Commissioner Oostra, Commissioner Snedeker, Commissioner Kooser, Commissioner Scheffer, and City Council Member Miller

Absent:

Welcome any guests. Rice Majors

2. Approval of Agenda

Motion to approve March 13, 2025, Arts Commission meeting agenda as presented.

By: Commissioner Snedeker

Seconded: Commissioner Marchand

In Favor: All in favor

Opposed: None

Abstain: None

Motion Carries

3. Approval of Minutes

Motion to approve February 13, 2025, Arts Commission meeting minutes as presented.

By: Commissioner Snedeker

Seconded: Commissioner Dougherty

In Favor: All

Opposed: None

Abstain: None

Motion Carries

4. Budget/Financial Report

4.A 2025 Arts Commission Budget Update

Staff gave brief overview of 2025 Arts Commission budget in agenda packet.

5. New Business

5.A Shakespeare in the Park

Guest Rice Majors gave an overview of the intended programming for Shakespeare in the Park (Unity Park). Arts Commission role discussed.

Motion to approve Arts Commission sponsorship of Shakespeare in the Park for 2025, pending review by City Attorney that there are no liability issues that affect the Arts Commission pertaining to the sponsorship of this request. This is a non-funding request.

By: Commissioner Eyre

Seconded: Commissioner Scheffer

Discussion: Commissioner Scheffer has concern regarding the word 'sponsor'.

Commission discussed the usage of other language in lieu of 'sponsor'. There was additional discussion regarding the project and the role of the Arts Commission for 2025. Staff will reach out to City Attorney regarding liability for the Arts Commission as a sponsor.

In Favor: All

Opposed: None

Abstain: None

Motion Carries

6. Unfinished Business

6.A Subcommittee Information:

- Chairs selected: Commissioner Snedeker questioned the usage and language surrounding "chair" for lead the subcommittee. Commissioner Snedeker will draft proposed language to serve the future for the Art Commission for use in the Subcommittee Work Plans.
- Written description of the subcommittee, outlining the intended subcommittee focus.
- Establish a preliminary outline of the subcommittee scope of work for 2025.

6.B City Arts Policy Review & Update Planning: Commission would like to keep this under Unfinished Business. This item will be updated once Subcommittee Scope of Work Plan is completed.

6.C Admission Tax Discussion Update: No update given at this time. Staff check with Commissioner Eyre on whether to add to April's agenda.

7. Subcommittee Business:

7.A 1. Funding & Advocacy: Jerry/Jill/Marie: Drafted subcommittee workplan. Subcommittee will review and send final to staff.

2. First Friday Art Walk: Jill/Erin/Brian: New posters and brochures have been distributed. Erin raised the question of updating the sandwich boards. Is there funding for this for 2025. Discussion on past efforts and Erin shared her vision for updating the sandwich boards.

There is not funding for this in the budget for 2025.

Subcommittee will put together a proposal and budget to present to

commissioners for review.

3. City Art/Public Art: Jerry/Jeffy/Alex: Chair: Alex Had meeting to discuss public art collection and updating data of the collection.

4. Awards & Distinctions: Marie/Jeff/Alex Draft ready to go for subcommittee information. Next PL meeting is on March 31st, Haiku event at Valo. Staff created event on SM and continue to push out.

5. Ellensburg Creative District: Jeff/Brian/Alex/Staff: Update given on Phase I Wayfinding progress.

8. Citizen Comment

No citizen comments

9. Staff Update/Discussion Items:

- ArtsWA updates: met with Aaron Semer, new Program Manager for the Creative Districts who will be in Ellensburg all-day on April 28th, attended Rural Creative Districts Cohorts meeting, Soap Lake is the newest Creative Districts. Staff will be traveling to meet & tour other creative districts beginning in April.
- April 9, 2025, EACA will host free Grant Writing Workshop.
- Terms Ending & Recruitment

10. Commission Representative Update-Update on Flags and Banners regarding the usage of sidewalk or A-frame signs.

11. Adjournment Time 5:10 pm

1	2	3	4	5	6	7	8
1	PROPOSED 2025 EAC Spending Plan		2025 BUDGET	2025 ACTUALS	Balance		NOTES
2	REVENUES:						
3							
4	100-162-308-41-00-000-000	Beginning Fund					
5							
6							
7							Invoices went out 3/3/25 to all venues
8	100 162 347 90 00	Artwalk					
9		The Clymer Art Gallery	\$ 50.00		\$ 50.00		
10		D&M Coffee Downtown	\$ 50.00		\$ 50.00		
11		Ellensburg Rodeo Hall of Fame	\$ 50.00	\$ 50.00	\$ -		
12		Gallery One	\$ 50.00		\$ 50.00		
13		Gard Vintners	\$ 50.00		\$ 50.00		
14		Kittitas County Historical Museum	\$ 50.00	\$ 50.00	\$ -		
15		The Mule	\$ 50.00		\$ 50.00		
16		NuWave Gallery	\$ 50.00	\$ 50.00	\$ -		
17		The Palace Gallery	\$ 50.00	\$ 50.00	\$ -		
18		Hotel Windrow	\$ 50.00		\$ 50.00		
19		The INK	\$ 50.00		\$ 50.00		
20		Pearl Street Books	\$ 50.00		\$ 50.00		
21		The Studio by EDE	\$ 50.00		\$ 50.00		
22		Valo Cellars	\$ 50.00		\$ 50.00		
23		The Fitterer's Bldg/Woodin Enterprises	\$ 50.00		\$ 50.00		
24					\$ -		
25					\$ -		
26					\$ -		
27					\$ -		
28	TOTAL REVENUE		\$ 750.00	\$ 200.00	\$ 550.00		
29							
30							
31							
32	EXPENDITURES:			2025 ACTUALS			
33	100 162 573 20 31	Operating Supplies					
34		Artwalk Annual meeting supplies	\$ 100.00		\$ 100.00		
35		Arts Treasure Award Engraving/Art Plaques	\$ 200.00	\$ 43.44	\$ 156.56		Engraving services
36		Treasure Award Ceremony Supplies	\$ 75.00		\$ 75.00		
37		Arts Treasure Award	\$ 250.00		\$ 250.00		
38		Arts Treasure Stipend	\$ 500.00		\$ 500.00		
39							
40							
41		Poet Laureate Supplies	\$ 1,500.00		\$ 1,500.00		
42							
43							
44							
45		Total Operating Supplies	\$ 2,625.00	\$ 43.44	\$ 2,581.56		
46							
47	100 162 573 20 41	Professional Services					
48		Americans For the Arts membership	\$ 50.00		\$ 50.00		(reached out to get invoice for payment)
49							
50							
51							
52							
53							
54							
55		Total Professional Services	\$ 50.00	\$ -			
56							
57	100 162 573 20 43	Professional Development-Travel					
58		Conferences-Travel					
59							
60	100 162 573 20 49	Professional Development-Misc					
61	100 162-573-20-44-013	Admin Services	\$ 13,000.00		\$ 13,000.00		
62	Total Professional Development		\$ 13,050.00	\$ -	\$ 13,050.00		
63							

	1	2	3	4	5	6	7	8
64		100 162 573 20 44	Advertising					
65			NPR- for contract year	\$ 1,920.00	\$ 1,920.00	\$ -		
66								
67		Total Advertising		\$ 1,920.00	\$ 1,920.00	\$ -		
68								
69		Ellensburg Creative District						
70								
71		100-162-558-70-31-558-000	Ellensburg Creative District Supplies	\$ 9,500.00	\$ 496.27	\$ 9,003.73		Art Walk Maps and Posters
72								
73		100-162-558-70-35-558-000	Ellensburg Creative District-Small Tools/Eqpm	\$ 500.00		\$ 500.00		
74								
75		100-162-558-70-41-558-000	Ellensburg Creative District-Prof. Services			\$ -		
76								
77		100-162-558-70-42-558-000	Ellensburg Creative District-Communication & Marketing			\$ -		
78								
79		Total Ellensburg Creative District		\$ 10,000.00	\$ 496.27	\$ 9,503.73		
80								
81		TOTAL EXPENDITURES		\$ 27,645.00	\$ 4,379.71	\$ 23,265.29		
82								
83		Grant Dispersement		2025 BUDGET	2025 ACTUALS	Balance		
84		100 162 573 20 40	2025 Art Grants					
85								
86		ECR	Gustfest	\$ 2,500.00		\$ 2,500.00		
87		Gallery One	Artist in Action in the Park	\$ 2,500.00		\$ 2,500.00		
88		PIE	Poetry in Ellensburg	\$ 2,500.00		\$ 2,500.00		
89		Valley Theatre Company	Rising Star Productions: Disney's Frozen Jr.	\$ 2,500.00		\$ 2,500.00		
90		EDA	Busker's in the Burg	\$ 2,500.00		\$ 2,500.00		
91		Ellensburg Dance Ensemble	A Charlie Brown Christmas	\$ 2,500.00		\$ 2,500.00		
92		Michael Gallagher	Tiny Stage Concert Series	\$ 1,000.00		\$ 1,000.00		
93		Robin Mayberry	Pyrocene-Visual Arts	\$ 1,000.00		\$ 1,000.00		
94		KCHM, Inc	Display of Historic Epherma in KCHM Collection	\$ 2,500.00		\$ 2,500.00		
95		Make Music Ellensburg	Strum-Along	\$ 2,500.00		\$ 2,500.00		
96		Discovery Lab of Ellensburg	Strub Steppe Musical	\$ 2,500.00		\$ 2,500.00		
97								
98								
99								
100		Total Art Grants		\$ 24,500.00	\$ -	\$ 24,500.00		
101								
102		Capitol/Public Art		2025 BUDGET	2025 ACTUALS	Balance		
103		100 162 573 20 40	Capital/Public Art					
104			City Permanent Acquisition	\$ 2,500.00	\$ 500.00	\$ 2,000.00		1-27-25: Bus Shelter Call for Artist Pay Out: Jane Orleman
105								
106			Poet Laurate	\$ 2,500.00		\$ 2,500.00		
107								
108		Total Capitol/Public Art		\$ 5,000.00	\$ 500.00			
109								
110		Total Budget	\$50,000.00	\$ 57,145.00	\$ 4,879.71			
111								
112			UNITY PARK PAYMENTS:					
113			Art Aquisition Payments:	\$ 45,000.00	\$ 10,000.00	\$ 35,000.00		
114		Beginning Fund Balance						
115		\$58,353						
116		(as of Dec. 2024)						
117								
118								