



**ARTS ADVISORY COMMISSION  
MINUTES  
SEQUIM CIVIC CENTER  
Public Works Conference Room  
152 West Cedar Street  
Sequim WA 98382  
December 6, 2019 @ 3:00 p.m.**

Present:

**Members:** Susan Boudreau, Ross Brown, Sharon DelaBarre, Maggie Hall, Suzanne Horne, Carole Neidhardt, Craig Robinson

**Staff Liaisons:** Cyndi Hueth

**Associate Members:** Susan Molin, Susan Shaw

Excused:

William Armacost, Council Liaison

**Agenda Item**

1. Introductions
2. Minutes:
  - a. **Motion** to approve minutes of November 18, 2019 made by Neidhardt; seconded by Boudreau. Carried unanimously.
3. Public Comments: Neidhardt and Molin expressed their concerns about safety serving as a concierge in the lobby. Hall expressed concerns about security of artwork as she witnessed someone handling a piece of artwork currently on display in the lobby. Suggestions were made to place "DO NOT TOUCH" signs on the gallery wall as well as signs indicating security cameras are in use.

DelaBarre reminded all that a big [lavender] quilt was donated to the City to use as a raffle item, and the CAAC can hold a raffle as long as the amount raised doesn't exceed \$5K.

4. Reports:
  - a. **Chair** – Brown acknowledged and thanked Sharon DelaBarre, Susan Shaw and Cyndi Hueth for their work with the CAAC, and notified DelaBarre that the commission would like to purchase one of her original artworks for placement in the Civic Center's permanent art exhibit. The Sunshine Festival is moving forward and Ross is working on a presentation about light for the January 3<sup>rd</sup> Art Talk on the Art Walk. Brown and Hueth met with the three GREASE facilitators to begin working on the February 20<sup>th</sup> CAAC Annual Strategic Planning agenda.
  - b. **Vice Chair** – Horne asked for assistance in reviewing the art exhibit guidelines and updating the guidelines for the rotating art exhibits, different from the permanent collection guidelines. DelaBarre will forward existing documentation re: rotating art exhibits.
  - c. **Arts Coordinator** - See attached report. Hueth updated the *Illuminations* entries to 24 artists with 45 entries to-date. The meeting with KSQM re: Music in the Park has been changed to December 17<sup>th</sup>. Press releases will be issued to fill DelaBarre's seat on the CAAC as well as for the new Art Coordinator.
  - d. **November Expenditures and Revenues** – Only expense was \$794.70 for the

new zig-zag exhibit display, mesh bag & jotform.com for art online entries.

5. Unfinished Business

a. Top 5 Priorities from CAAC members:

- i. Horne – teamwork and good communications; continue Arts Conversations and broaden public access to CAAC; review of CAAC policies; art adult education workshops (photographing artwork, writer’s conference).
- ii. Hall – Security of artwork on display in the lobby; more and continued focus as school liaison on art projects; working with the disabled adults population on art projects.
- iii. Bourdeau – interest in working with student liaisons; continue Arts Conversations; increase awareness of various art groups in community; recruitment of a new Art Coordinator; working with tribal community.
- iv. Robinson – interest in working with disabled persons and art; workshops.
- v. Molin – Art History class; boosting the brand of the Arts Commission in the community such as with sculpture in the park; strengthening arts collaborative work perhaps with a web hub; be more cognizant of other art forms such as dance, culinary, etc.
- vi. Brown – filling Arts Coordinator position; connecting with City Council in a fairly consistent manner; continue Sequim **PART**nership communications; Do “one offs” of special projects while having at least two CAAC members manage the special projects. Taking a “research, experimentation, and reflection” approach to special projects.

6. New Business

a. Hosting other musical performances

- i. Community [musical] performances, Ron Munro proposal.
- ii. Touring Large Youth Steel Orchestra.

Discussions about supporting new events, the impact the events will have on staff and CAAC resources, and how to best serve the community. Hueth will advise Ron Munro and the Youth Steel Orchestra contact that we are putting together an evaluation and will get back to them.

- b. Centennial Place renovation ideas – Brown discussed the idea of having a sundial at Centennial Place, or wind-generated art that takes physical space. The Parks Board is also evaluating what resources are available for improvements to Centennial Place.

7. Public Comments: None.

8. Arts Conversation: No further discussions as we prepared for the First Friday Art Walk activities of the evening including the dedication of the Karen Kuznek-Reese Gallery, lighting of the holiday tree, and Tie One On exhibit.

Meeting adjourned at 4:30pm.

# Arts Coordinator's Monthly Report ~ 12/06/2019

## **Call for Artists:**

- “*Illuminations*” – 18 artists w/36 entries received as of 12/2/19; deadline for entries: 12/9/19; jury date: 12/10/19.
  - Preparing: PowerPoint of entries for jury process; draft artist agreements, draft of catalog/brochure, draft of 24x36 poster, and press release for Jan. 3<sup>rd</sup> exhibit opening.
- “*Tie One On*” – reminded artists on 11/8 that their artwork must remain in the exhibit until 12/17; scheduling pick up of artwork on 12/18-19.

## **CAAC Annual Strategic Planning Retreat**

- Scheduled for Thursday, February 20, 2020.
- GREASE Facilitators assigned are: Connie Anderson, Alisa Hasbrouck, and Ann Soule.
- Agenda planning meeting with Ross Brown, Cyndi Hueth and facilitators scheduled for December 5<sup>th</sup>.

## **Music in the Park Co-Sponsorship with KSQM:**

Draft contract in review by the City's legal department; Cyndi meeting w/KSQM on 12/4/19 to transition documents so they can start the planning process.

## **Student Intern for CAAC:**

No response from three student prospects after three follow-up contacts.

## **Other**

Preparing a detailed Arts Coordinator procedures manual.

## **Pending/Researching:**

- 1% for the Arts – rcvd City of Lynnwood's ordinance (approx. \$2K/year and revising their ordinance).
- Grants via ArtsWA and Nat'l Endowment for the Arts.