



NOTICE OF PUBLIC MEETING
CITY OF ALBANY
ALBANY ARTS COMMISSION
City Hall, Santiam Room
Tuesday, July 13, 2010
3:30 pm

AGENDA

1. CALL TO ORDER
2. APPROVAL OF JUNE MINUTES
3. BUSINESS FROM THE PUBLIC
4. DISCUSSION ITEMS
 - a. Chalk It Up – Follow Up
 - b. City Hall / Library Exhibits
 1. Library scheduling / process
 2. Display costs and materials
 - c. Going to Pots
 1. Determine date and location
 - d. Teen Art Show
 1. Guidelines for Original Art
 2. 2011 Location
 3. Grant update
 4. Display boards
 - e. NWAAF
 - f. Contact lists
 - g. Phantom Gallery - table until August
 1. Protocol
5. BUSINESS FROM THE COMMISSION
 - a. Items for the Next Agenda
6. NEXT MEETING DATE
The next regularly scheduled meeting is Tuesday, July 13, 2010

Your attendance at this meeting is important. If you cannot attend this meeting, please call Joy Gilliland at 917-7772. Call anytime; this line has voice mail services available.

The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advance notice is requested by calling 917-7506.



**CITY OF ALBANY
ARTS COMMISSION**
Conference Room, Albany Public Library
Tuesday, June 8, 2010
3:30 p.m.

MINUTES

Commission members present: Lynn Whitacre, Marsha Meidinger, Terry Poe, Michael Moore, Glenda Fleming, Liz Montague

Commission members absent: Ellen Hamill, gave advance notice of absence

Staff present: Ed Hodney, Parks and Recreation Director; Joy Gilliland, Recreation Coordinator; Tari Hayes, Administrative Assistant

Guests Present: Oscar Hult, Albany Downtown Association

1. CALL TO ORDER

The meeting was called to order at 3:30 p.m.

2. APPROVAL OF MINUTES

The minutes of the May 12, 2010 were approved with corrections.

3. BUSINESS FROM THE PUBLIC

None

4. DISCUSSION ITEMS

a. Chalk It Up – moved up on the agenda per request

The Commission discussed the Chalk It Up event as part of Crazy Days on July 8 and July 9, 2010. Details and action items are as follows:

There has been no response from the artists that received the call to artist email. Montague will send an additional email to artists on the Albany Artist show at the LaSells Center. Hayes will send the Teen Art contact list to Montague to include on that list. Chalk will be provided for all paid registrations received by June 25, 2010.

Janet Gouge has been chosen as the featured artist. She will stay with Commissioner Montague. Montague will ask the artist how much chalk it takes, on average, for large and small squares as well as possible vendors for the chalk.

Hult asked if a piece of work by the featured artist could be incorporated into the Crazy Days poster. Montague will check with the artist and obtain an image and the release. The deadline for a response is June 18.

The Commission authorized the purchase of chalk for the event. Two types will be purchased, one, less expensive type, for the smaller squares, one, more professional grade, for the larger squares. The Commission would like to have extra of both types on hand to sell. Once Montague gets the artist feedback on quantity, she will contact Commissioners with the approximate quantity needed. Montague will order the chalk by June 25, 2010.

Logistics for the event were discussed. The Commission will meet Thursday, July 8 at 6pm at the Vault to meet the artist and then tape off the squares around 6:30pm. See action items below for additional assignments.

Hult will forward a copy of the poster to be distributed by the Commission through email, and various contacts. The Commission will discuss a possible contribution to printing costs at the July meeting.

ACTION ITEMS:

- Montague will send call to artist email to additional artists, with response and payment deadline of June 25.
- Montague will obtain artwork and release from featured artist to be used on poster and forward to Hult by the June 18.
- Gilliland will order a banner for the event that reads “Featured Artist” with a blank space for the artist name, to also be used at other events
- Commissioner’s will bring painters tape, tape measures, and chalk lines to the set up
- Gilliland will arrange for a table, 4 chairs, a canopy, the donation box and stand, and barricades for the event
- Hayes will forward the previous call to artists to Montague to match the wording along with the Teen Art Contact list. Montague will cc the Commissioners when she sends out the email. Commissioners will forward to their peers.
- Hayes will have the email sent to the NWAAF artist list.

b. Going to Pots

Moore reported back on possible locations and costs. The Commission agreed that Two Rivers Market was the best choice. The cost to use the old tobacco shop from Fri – Sun was \$80. To use the hallways was approximately \$30-\$40. Moore will check on costs of using the Brisco & Associates location. That location has a lot of windows as well as more walking space.

The group will decide on a date at the next meeting. They are leaning toward Oct. 8-10. They would like the date to be in October.

ACTION ITEMS:

- Moore will provide additional Two River information in July.

c. Phantom Gallery

Montague will provide an outline of the process at the July meeting. Montague would like 3 signs, approximately 11x14 that read “sponsored by the Albany Arts Commission” with contact information. These would be displayed in the windows. The Commission would also like to request that Building Maintenance make some easels for the gallery. Montague will provide a drawing of the simple easel she has in mind.

d. City Hall Art Exhibits

The Commission approved the submission by Brittany Novak, to be scheduled in 2011. Moore will contact Hope Meados (sp?) and confirm her display for July and contact Molly Perry and see if she is available for August.

The Commission had a brief discussion about material covering for display boards. LaSells staff was not encouraging with what they use. Moore will do additional research.

The Commission will submit a request to Building Maintenance for additional display boards at City Hall once the material covering has been decided upon.

e. Teen Art – tabled for July

Teacher Deb Conrad reported that a pin submitted to the contest was lost. None of the Commissioners recall seeing it at the Library or Albany Visitors Association.

5. BUSINESS FROM THE COMMISSION

Hodney will be taking over as the City liaison in July; Hayes will still provide administrative support.

Agenda Build for Next Meeting

1. Teen Art Wrap Up
2. City Hall Exhibits
 - a. Display costs and materials
3. Chalk It Up
4. Going to Pots
 - a. Determine date and location
5. Phantom Gallery
 - a. Protocol
6. NWAAF
7. Business From the Commission
 - a. Contact lists

6. NEXT MEETING

The next regularly scheduled meeting is July 13, 2010 at 3:30 p.m. in the Calapooia Room in City Hall.

The meeting was adjourned at approximately 5:20 p.m.

Respectfully submitted,

Signature on File

Tari Hayes, Administrative Assistant, Albany Parks & Recreation