Approved: January 11, 2011

CITY OF ALBANY
ARTS COMMISSION
Calapooia Room, Albany City Hall
Tuesday, December 14, 2010
3:30 p.m.

MINUTES

Commission members present:	Michael Moore; Glenda Fleming; Liz Montague; Hal Schalles; Terry Poe; Lynn Whitacre; Marsha Meidinger
Guest present:	Charles Leland
Staff present:	Ed Hodney, Director, Albany Parks & Recreation, Tari Hayes, Administrative Assistant, Albany Parks & Recreation

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

The minutes of the November 9, 2010 were approved with changes.

3. BUSINESS FROM THE PUBLIC - None

4. DISCUSSION ITEMS

a. Teen Art

The Commission reviewed the draft 2011 Teen Art flier and registration form and suggested edits. Hayes will have the Graphic Specialist make the changes and bring updated copies to the January meeting.

The Commission decided to hold the reception on May 4, 2011. Students can drop their work off at the Albany Visitors Association on Thursday and Friday, April 28 and 29, from 8:30 a.m.5:00 p.m .and on Saturday, April 30, from 8:00 a.m. – noon. Judging will be on Saturday, April 30 from noon – 4:00 p.m.

At the request of shop teachers, the Commission agreed to open the contest up to students in the local shop programs such as wood and metal classes. Hayes will contact the teachers and let them know they are approved to enter the contest.

The Commission discussed wording for the residency requirement. The Commission agreed to update the wording on promotional material to read: "Open to high school-age teens who attend or reside in the Greater Albany Public School District."

The Commission discussed a better method of tracking and signing in artists and their work. When students drop work off at AVA, they will need to sign a registration form (similar to the Going-to-Pots process) and a signature will be obtained when the work is picked up. Hayes will create a simple tracking form for AVA staff and the Commissioners.

The Commission will finalize the categories and amounts of the prizes at the January Commission meeting.

ACTION ITEMS:

- Tari Hayes update fliers, letterhead, registration form, invite shop teachers, etc.
- Terry Poe will send Tari photos from 2010 Teen Art Show for use on the revised flyer.

b. City Hall/Library Exhibits

The Commission accepted the submission for exhibit space applications from Kirk and Valley Viewfinders. Hal Schalles volunteered to take over the scheduling of exhibits. Moore will work with Schalles to schedule the artists.

The Commission agreed to change the wording on the call-to-artists exhibit flier to read "open to Albany **area** residents". Hayes will update the flier and the Web once the new commissioners are approved and seated.

The Commission agreed that artists can display at both the Library and City Hall in one year. Artists need apply only once in a 12-month period.

ACTION ITEMS:

- Moore, Schalles and Hayes will meet to discuss the scheduling process and to turn over the notebook.
- Moore will schedule the artist approved at the Dec meeting, before stepping down or with Schalles.

c. Contact Lists

Fleming will not be able to update the existing list at this time. The Commission agreed to table this update for the spring.

d. Artist Social

The social will be held on January 22, 2011 in the meeting room at the Albany Public Library. The social will be advertised from 3:00-4:00 p.m.; the room is reserved from 2:00 – 5:00 p.m. Montague will create a flier and send it to Hayes for printing. The Commissioners will distribute it around town and let various community contacts know about the social. Hayes will create a news release for the social.

ACTION ITEMS:

- Montague will create a flier and send it to Hayes for printing. Hayes will print and let the Commission know when copies are ready.

e. Budgeting and Financing

Commissioners are invited to send any questions they have regarding the check register to Hodney and Hayes.

5. BUSINESS FROM THE COMMISSION

a. New Commissioners

The Commission reviewed both applications for the Art Commission vacancies and is in favor of both applicants being added to the Commission. Fleming will send a message to the Mayor to that effect.

b. Agenda Build for Next Meeting

1. Teen Art
    a. Review application and flyer
    b. Decide on prizes and categories
2. City Hall/Library Exhibits
    a. Approval of new artist submissions
3. Artist Social
    a. Plan the refreshments, logistical needs
4. Business from the Commission

6. NEXT MEETING

The next regularly scheduled meeting is January 11, 2011 at 3:30 p.m. in the Calapooia Room in City Hall.

The meeting was adjourned at approximately 5:11 p.m.

Respectfully submitted,

Signature on file
Tari Hayes, Administrative Assistant, Albany Parks & Recreation