



**CITY OF ALBANY  
ARTS COMMISSION  
Calapooia Room, Albany City Hall  
Tuesday, September 11, 2012  
3:30 p.m.**

**MINUTES**

Commission members present: Melissa Babcock Saylor (Chair), Lynn Whitacre, Billie Moore, Chuck Leland

Commission members absent: Oscar Hult, Linda Herd

Staff present: Ed Hodney, Parks & Recreation Director; Debbie Little, Administrative Assistant I

Guest present: Stephanie Low, Rob Robinson

**1. CALL TO ORDER**

The meeting was called to order at 3:35 p.m.

**2. APPROVAL OF MINUTES**

**MOTION:** Chuck Leland moved to approve the August 14, 2012, minutes as presented. Lynn Whitacre seconded the motion, and it **passed** 4-0.

**3. BUSINESS FROM THE PUBLIC**

None.

**4. DISCUSSION ITEMS**

a. Going to Pots

Going to Pots will be held October 18–20, 2012. 10 potters have committed to the event. Lynn will contact additional potters on her list extending an invitation to participate. Susan Whitacre is working on updating the flyer. The event will be held in Two Rivers Market, rent is comparable to last year (\$80.00 per day). Lynn Whitacre circulated a volunteer sign-up sheet.

Melissa suggested using the easels from the Albany Downtown Association to display additional art for sale.

**ACTION ITEMS:**

- Debbie will e-mail flyer to artist list.
- Melissa will send a press release to the *Entertainer*.
- Commissioners will distribute flyers: Babcock-Saylor -- 1<sup>st</sup> Avenue, Leland - 2<sup>nd</sup> Avenue, Moore – North Albany Village.

b. Watercolor Society of Oregon Spring 2013 Exhibition

Hanging system equipment is in and installation will begin September 20, 2012 at 8:00 a.m. Hanging system in addition to the movable walls will be available for the monthly artists' displays. Brief discussion followed.

The spring 2013 Aqueous Media Exhibit and its reception will be held in Albany City Hall. The convention dates are April 5-7, 2013.

Hodney requested more information from Robinson and Low, including dates, times, and sequence of events, so he is able to manage logistical support. Storage for shipping boxes for the Traveling Art Show will be needed.

c. Retreat

The retreat will be held on October 3, 3:00 – 6:00p.m. at John Boock's loft on 1<sup>st</sup>

Tentative agenda ideas starting with:

- 1) Revisit and evaluate results from last year's retreat.
- 2) Create plan of action for the next 12 months.

Supplies needed: agenda, flip chart, markers

d. Pop-up Arts Activity Center

The next event will be held in October. Cheryl French has agreed to lead the event, but will need assistance with supplies.

Monthly schedule:

- October: Cheryl French
- December: Liz Montague
- February: Billie Moore
- April:
- June:

**ACTION ITEMS:**

- Linda and Billie will follow-up with Cheryl French and Melody Olsen to set a date.

**5. ACTION ITEMS**

- A banner for Commission activities has been created and already used at NWAAF and Farmers Market

**6. EXHIBITS**

Cecelia Peters has submitted an application to display at the Phantom Gallery. She is interested in displaying pottery including candleholders and vases.

**MOTION:** Lynn Whitacre moved to accept Cecelia Peters' application to display in City Hall or the Phantom Art Gallery. Billie Moore seconded the motion, and it **passed** 4-0.

**ACTION ITEM:**

- Melissa will contact Cecelia for scheduling.

## **7. BUSINESS FROM THE COMMISSION**

Herd and Babcock-Saylor led an activity at NWAAF on Sunday, August 26, 2012, which was successful. Participants created “self portraits.”

The Commission discussed creating a cling or bumper sticker as an additional advertising mechanism. The design could be the same as the banner that was recent created. Ed Hodney recommended initial distribution at an event.

### **ACTION ITEMS:**

- Lynn will research costs.

Billie Moore led an activity at NWAAF on Saturday, August 25, 2012, where participants created greeting cards.

Lynn Whitacre and Linda Herd staffed a booth at the Farmers’ Market on Saturday, September 1, 2012, where people could look at the scrap books and create self portraits.

The Commission reviewed the application and exhibit policy which were updated to include the Phantom Art Gallery. Currently January and March 2013 have not been filled. Melissa Babcock-Saylor sent a call to artists to *The Entertainer*.

Liz Montague has resigned. The Commission has the options to appoint someone to the position, or wait until January 2013 for the next round of open applications.

### **ACTION ITEMS:**

- Commissioners will contact possible candidates.

City Council has approved the flag sculpture proposed by John Boock. The sculpture should be completed and installed by the end of the year.

## **8. NEXT MEETING**

The next regularly scheduled meeting is October 9, 2012, at 3:30 p.m. in the Calapooia Room in City Hall.

The meeting was adjourned at approximately 4:35 p.m.

Respectfully submitted,

*Signature on file*

Debbie Little, Administrative Assistant I, Albany Parks & Recreation