



**CITY OF ALBANY
ARTS COMMISSION
Calapooia Room, Albany City Hall
Tuesday, October 9, 2012
3:30 p.m.**

MINUTES

Commission members present: Melissa Babcock Saylor (Chair), Lynn Whitacre, Linda Herd, Chuck Leland

Commission members absent: Oscar Hult, Billie Moore

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

Guest present: None

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 September 11, 2012, minutes with correction. Lynn Whitacre seconded the motion, and it **passed** 4-0.

3. BUSINESS FROM THE PUBLIC

None

4. DISCUSSION ITEMS

a. Going to Pots

14 potters have committed to the event. Tables will be set up on Wednesday, October 17, and Debbie will bring the rest of the supplies on Thursday morning. Commissioners will bring boxes and newspaper for wrapping.

Debbie will unlock the doors and bring the cash box on Thursday, Friday, and Saturday. Debbie will also collect the cash box on Thursday and Friday. A Parks & Recreation staff member will take care of Saturday evening. Sunday, Lynn will be present to check out the potters as they collect any remaining items.

Arts Commission receives 20% percent commission on each piece sold.

ACTION ITEMS:

- Debbie will e-mail flyer to civic organizations.
- Debbie will send out news release

b. Retreat debriefing

1. Ed provided copies of notes.

Ed suggested identifying the next steps for the Commission.

- i. Collect ideas for an Albany Story
 - Monteith Brothers
 - Timber Carnival
 - Timber industry
 - # of houses moved
 - Ice House
 - Metal and paper industry
 - Creation of Waverly Lake
 - Bryant Park swimming area
- ii. Create information brochure
- iii. Draft menu of volunteer opportunities
- iv. Draft model for Friends of the Arts Commission
- v. Annual report presentation for City Council

Overall feedback was positive, format and process worked well.

ACTION ITEMS:

- Commissioners will forward copy for the brochure to Ed.
- Melissa will create rough draft questionnaire regarding community interest in volunteering at events as a part of the Friends of the Arts Commission.

c. Pop-up Arts Activity Center

Heritage Mall is unavailable in October, so the activity will be held in November if an artist is available. Marsha Meidinger has expressed interest in leading an activity. Future activities could include poetry and dance.

ACTION ITEMS:

- Linda will follow-up with Melody Olsen at Heritage Mall for future dates.

5. ACTION ITEMS**6. EXHIBITS**

Mary Kimmel has submitted an application to display at City Hall or the Phantom Gallery.

MOTION: Linda Herd moved to accept Mary Kimmel's application to display in City Hall or the Phantom Art Gallery. Lynn Whitacre seconded the motion, and it **passed** 4-0.

ACTION ITEM:

- Melissa will contact Mary for scheduling.

7. BUSINESS FROM THE COMMISSION

Commission began initial planning of an Artists Social for January. Date to be finalized at the November meeting.

Commission discussed creating a temporary “cling” with graphic used for the banner.

ACTION ITEMS:

- Debbie will research production cost.

The Commission has the option to recommend an appointment to fill the current vacancy, or wait until January 2013 for the next round of open applications.

ACTION ITEMS:

- Commissioners will contact possible candidates.
- Melissa will follow-up with Oscar to confirm his intent to remain on the Commission.

Linda noted that Rusty and Robyn Van Rossman may be good resources on funding or locations for a permanent gallery in Albany.

Agenda Build - Discussion Items - for Next Meeting

- a. Albany Story
- b. Brochure
- c. Friends of the Arts Commission
- d. Volunteer opportunity list

8. NEXT MEETING

The next regularly scheduled meeting is November 13, 2012, at 3:30 p.m. in the Calapooia Room in City Hall.

The meeting was adjourned at approximately 4:50 p.m.

Respectfully submitted,

Signature on file

Debbie Little, Administrative Assistant I, Albany Parks & Recreation