

City of West Chicago
Cultural Arts Commission
Thursday, March 7, 2013 Meeting Minutes

In attendance: Rosemary Mackey, Buddy Plumlee, Janet Gilleland, Heide Morris, Mandy Rakow, Sara Phalen

1. Meeting called to order at 7:12pm
2. Approval of February 7, 2013 minutes with two edits (John Keeney added to attendance; Lew will submit a piece for the banner project). Motion made by Heide, seconded by Mandy, motion carried, minutes approved.
3. Proposal to West Chicago Park District Re: New Recreation Center-Commission reviewed Letter to Gary Major drafted following Rosemary, Anni and Buddy's meeting with Gary. After edits to the letter, Mandy moved that the Buddy sign the letter and drop it off at the Museum and Sara will send it to the necessary parties; Heide seconded; motion carried. Commission also discussed the possibility of having a space for the Gallery Theater and possible Local Music Night at the new rec center.
4. Gallery 200 Second Floor Usage-Sara pulled the materials that were presented to LuAnn in 2007 and in 2009, due to the changes that have been made in many funding sources, Sara will put together a chart of available grants; it was discussed that it would be best to look at doing one of the preliminary grants to have a professional come in and do an assessment of the building so that a large grant can be sought with a stronger foundation; Buddy brought up the point that there needs to be accessibility from the first floor and to the upper floors, as well a way to internally access the basement; Sara will also look at the ADA and see if there has to be an elevator or if a chair lift would be sufficient.
5. Banner Project Update: there have been some issues with the email address and the submissions being received, there have been a few shy of 20 submission, Buddy will reach out to John to make sure he got them and is working on them. Heide made a motion that the reception for the banner art take place at the Gallery during Blooming Fest on Saturday, May 18th from 1-2pm, Janet seconded, the motion carried unanimously; Heide will take care of the refreshments and nametags for the artists.
6. Local Music Night Update-The LMN volunteer crew is reworking the way that they function and book performers to ensure bookings are made far enough in advance to properly advertise and comply with waiver protocol; Mandy has done a great job setting up the LMN website and this will now be posted as a link from the city's website (<http://localmusicnight.yolasite.com/>); Rosemary will check on having open mic participants sign one overall waiver when they sign up for open mic with

verbiage at the top; Sara and Rosemary will meet with Carol to go over organizers/volunteers' need to sign a waiver (i.e. whether a new waiver needs to be signed for each month).

7. Gallery Theater Update-Theater had to cancel a few rehearsals because of snow, but Janet is very excited about this cast and this show "Over the River and Through the Woods"-about a family/grandparents and grandchildren interaction, 90 minutes, April 12, 13, 14 (two on the 14th)
8. Other Business:
 - a. Gallery 200-Heide reported that the District 33 show will open tomorrow night (Friday, March 8); Acting Mayor Pineda presented a proclamation to the Gallery at City Council and some Dist 33 children and Gina Steinbrecher were there as well; March is Youth Art Month so this is a great time to have the show up; Britta is looking for a new featured artist for May-working to book a member since it's a highly visible month with Blooming Fest; Buddy suggested a possible exchange of gallery space with other locations/colleges might be a nice way to raise visibility; Heide has entered the Gallery into the Warrenville Arts Council show that is on April 14th, it was \$65 for a 10'x10' space, interested artists can contact Heide and will share the costs.
 - b. Tom, Buddy, and Lew are going to try to paint the floor in the Gallery basement before the Theater's April performance
 - c. New chairs were purchased for the Gallery through Sams Club-16 were bought, thanks to Rosemary and Heide for getting this done
 - d. Rosemary has reached out to Clay Space about possible locations in West Chicago that might fit their needs for a new location
 - e. City Hall art display: a new schedule was set, deinstall and installations will take place before the Cultural Arts Commission meetings; Mandy's work is currently up, Buddy will put his up on April 4th; the Museum will put up historical art work on the July meeting; the next display will go up in September; Sara can still do the labels for the work through the Museum; Heide and Rosemary will coordinate future displays; the Commission will also make recommendations
 - f. Judges for the America In Bloom will be in West Chicago from July 7-8; flower banners will be offered to use for any decorations/additional design needed

9. Announcements-no other announcements.

10. The meeting was adjourned at 8:48p.m.

Respectfully submitted,

Sara Phalen