

**APPROVED ON MAY 7, 2015**

**Cultural Arts Commission  
Thursday, April 16, 2015  
Special Meeting Minutes**

1. Meeting called to order at 7:03pm. Commission members in attendance: Anni Holm, Heide Morris, Mandy Rakow, Uwe Gsedl, Buddy Plumlee and Sara Phalen. City liaison Rosemary Mackey was also in attendance.
2. Approval of Meeting Minutes of April 2, 2015: Anni made a motion to approve with corrections, Buddy seconded, all approved, motion carried.
3. Approve final design for banner templates: Rosemary will send Uwe city logo and Sara will resend Uwe mission statement to be added to the banners; other inclusion-need to add theme; West Chicago (top line) A Picture of Health (second line) both in gold; picture, the title and artist then gold banner with logos at bottom; have David Toney resend new file cropped; for semi-permanent logo banner Uwe will design based on discussion around spacing and changes and the Commission voted to allow Uwe the authority to design based on direction (see picture), Anni motioned, Mandy seconded, all in favor.
4. Invitations to Banner Art Reception at City Museum: Banner Reception 2-3pm on Saturday, May 16<sup>th</sup> at the City Museum, invitations will be sent on city stationary cards, logo insert on bookmark for additional promotions will also be included, additional ones will be made for publicity and to give to each artist; Uwe will bring design of that additional piece for making additional bookmarks to next meeting and we will add additional multiple languages to the back to have at Blooming. Rosemary will put invitation into mailboxes of elected officials. Anni made motion to approve 20 bookmarks that are just like banner to be included in invitation to elected officials, Buddy seconded, all in favor, passed.
5. Artéculture: we have permission from Fox Community Center for Friday night preview and Local Music Night, and in the evening on Thursday, May 14<sup>th</sup> to have people drop art off 6-9pm Buddy and Heide will be there for pickup; need to have receipts to give back to artists; put up tent and hang Uwe's big piece in middle for Saturday; Artéculture logo signs will be made with arrow pointing towards Community Center for other downtown windows; and vinyl banner will be made with logo to attract more attention; Heide will contact high school to get boards; volunteers to be at building that day-Buddy+kids (11am-1pm), Edith has also signed up to help, other gallery members (need to check with Angelo, Rosie, Lew for their availability); Rosemary will get food at Sams-veggies, fruit, pinwheels, cream puffs, cheese, crackers, dark chocolate; Sara will check out alcohol with Dave-LMN insurance and PMV will also bring drinks; Sara will prepare ballots and bring voting box.
6. Jazz Occurrence-will be discussed at next meeting.
7. Other business-none
8. Public participation-none
9. Adjournment 8:11pm

Respectfully Submitted, Sara Phalen

