

**West Chicago Cultural Arts Commission**  
**Thursday, April 7, 2016**  
**West Chicago City Hall-Committee Room B**  
**7:00 p.m.**

**APPROVED AT MEETING OF MAY 5, 2016**

1. **Call to Order, Roll Call and Establishment of a Quorum:** Anni Holm, Sara Phalen, Rosalinda Delgado, Uwe Gsedl, Buddy Plumlee, Heide Morris, Mandy Rakow, Ryan V. City staff liaison Rosemary Mackey also in attendance.
2. **Approval of March 3, 2016 Minutes:** Buddy moved to approve minutes, Uwe seconded with change of Sara's name, all in favor.
3. **Community Banner Art Project:** the Commission looked at the banner proofs provided by Uwe, some corrections made, Uwe will update banners based on corrections and provide proofs to Sara to send to artists with statement "please proof the attached file of your banner and send approval by Wednesday, April 13 by 4pm, if we don't hear back from you we will assume you have approved this." Sara will send Uwe map for walking map to be designed. Heide will do layout and send that over to Rosemary so Vicki can start working on virtual walking map. Sara will prepare ballots. We will include 2017 call for art information on all information to get that information out there. Rosemary will work on 2017 Call for Art. Banner Reception will be at 103 W. Washington Saturday 2-3pm-display will be part of arteculture. (Sara will send that information to Luis as well for schedule). Do a blow up for 2017 call for art on easel at Artéculture space.
4. **2016 Public Art Project:** Matt Hoffman is still interested in doing the piece, Anni has been communicating with him and fielding questions through Rosemary. Piece can be ready to do some sort of event around it "opening" in October, piece will come at least a week in advanced and the city's public works is good with plan. Matt will be sending updated proposal.
  - a. Good to start thinking about what we want to do in 2017.
5. **Artéculture:** Anni rewrote call for art, there is a section on the website, Rosemary will be waiting for image-Sara and Anni will look for image; Friday evening reception with Local Music Night component; Sara will still send out a letter to artists who have participated in the past; Rosemary will make online submission for art to get label info sooner; use receipt book for drop off and pickup; checks can be made out to PMV or Gallery 200 so we can cash them and give money to high school; add cash only to the form; Rosie and Buddy can do Thursday evening 6-9pm drop off with Uwe. In order to drum up publicity would like to do a window art installation starting May 1<sup>st</sup> and have an "Artéculture/art show here" sign in one window. Sara do PMV event ASAP for call for art. Commission has budget for reception. Glass jars for water infusions from Healthy West Chicago. Can we get Sarah H to do coffee café? Talk about staffing at May meeting.
6. **Other Business:** Vicki will help us do mapping for public art possibilities, pull list of public art for Vicki into excel and she can map and use to help identify.
7. **Adjournment:** 8:38pm  
Respectively Submitted, Sara Phalen