

Approved
3-5-09

**West Chicago Cultural Arts Commission
Minutes
February 5, 2009**

In attendance: LuAnn Bombard, Heide Morris, John DeLap, Anni Holm, John Keeney, Jesse Felix, Irene O'Neill, and Richard Byrne. Agenda items addressed:

1. Approval of minutes: Minutes of January 8 meeting approved as amended (4. "1:39pm" changed to "1:30pm"; 5. "**Veronica Keeney**" changed to "**Veronica Van**"). December 4, 2008 approved as amended (7. "**Veronica Keeney**" changed to "**Veronica Van**").
2. 2009 Banner Project update: a. entries: 87 images have been received (some incomplete and at least one geographically ineligible) and screened by **Anni** and **John Keeney** based on established criteria (no need for CAC action on eligibility issue). b. Judging criteria: **Heide** distributed copies of the criteria from the CFW [discussion; **Heide** will e-mail criteria to **Anni** to furnish to juror, after amending 5 to read "20 Chicago-area entries and at least 10 from the West Chicago area"] **Heide** also distributed a draft letter to local business owners offering them unsold 2008 banners at cost [discussion; **Irene** will develop language changes for final]
3. Gallery 200 update: A new Featured Artist schedule has been published (July 2009 is still open). The new banner is a great improvement to the Gallery's façade. The Gallery plans to begin monthly Executive Board meetings to deal with long-term changes, maintenance issues, a fire evacuation plan, promoting classes, and student artists.
4. Blooming Fest: **LuAnn** is working with the Park District and Klein Creek Farm to develop demonstrations. Entertainment needs to be booked. **Brita Renwick** has again taken a booth in front of the Gallery; the Gallery plans to support Blooming Fest as it did last year [discussion; what to do with the 6-7 rain barrels left over from last year; **Jesse** and **Anni** will meet on the issue]
5. Review draft of the Commission's annual report to City Council: **LuAnn** circulated the draft [discussion]
6. Discussion on creating a Commissioner job description: **Heide** suggested that a smaller group should meet and develop the concept [**Anni** described the evolution of the need for job descriptions; discussion on how to proceed; leading to decision to have each member prepare a brief description of his/her current duties and bring to next meeting]
7. Other business: None.
8. Announcements: **Anni** suggested that we visit the Norris Gallery (1040 Dunham Road, St. Charles) for ideas that could be used in Gallery 200 [discussion; **Jesse** volunteered to ask his wife to look over Gallery 200 for ideas]
9. Adjournment: No further business; meeting adjourned at 8:45pm.

Respectfully submitted,

Richard Byrne
Secretary *ad hoc*