

West Chicago Cultural Arts Commission
Thursday, March 3, 2016
West Chicago City Hall-Committee Room B
7:00 p.m.

Approved with corrections on April 7, 2016

1. **Call to Order, Roll Call and Establishment of a Quorum:** Meeting was called to order at 7:07. Roll Call: The following were present – Buddy Plumlee, Rosalinda Delgado, Uwe Gsedl, Mandy Rakow, Anni Holm, *Sara Phelan* and City staff liaison Rosemary Mackey.
2. **Approval of Meeting Minutes of February 18, 2016:** Anni motioned to approve minutes of February 18, 2016 with two changes in spellings (Tony Passaro and Sara Phelan) Motion seconded by Mandy Rakow and approved unanimously.
3. **Community Banner Art Project:** Uwe received six high resolution files for layout of banner templates. Commission discussed the need to make sure that next year submissions of jpg formats are correct before sending to juror. It was decided that this needs to be made clearer on the forms next year.

This year, several files were not in the correct format and were still juried. Also, make sure next year that dates of completion for original artwork follow requirements of being no more than two years old. There were three files that didn't meet that requirement, yet were erroneously sent by the staff liaison to the juror and subsequently accepted. Commission members discussed what to do and determined that an exception should be made since they were included in the jury selection.

Uwe will work on getting the additional 11 high resolution files, and arrange to meet with Rosemary and Sara or Anni to verify all names, titles etc., so he can bring the proofs to the April 7, 2016 meeting for final review by Commission members.

Rosemary will send a thank you note on behalf of the Commission to Nate for his volunteer service as juror.

We also need to address publicity, including a walking map and perhaps a book mark that talks more generally about the entire banner project; it is important to do a print out of walking map -we should also add Matt's piece as future site for public art and the hands mural. When people are voting for banners this year we need to try to enforce that people have to be in person to vote.

4. **2016 Public Art:** Rosemary received approval on language from City management for the contract between the City and the chosen artist (possibly Matthew Hoffman) for the 2016 public art piece. It follows:

The Artist shall guarantee and repair artworks against all defects of material or workmanship for a period of one year following installation. The Artist shall provide the City of West Chicago with drawings of the installation and detailed instructions regarding routine maintenance of the artwork.

Anni had some further questions from Matthew Hoffman, including budget, timeline, and any other requirements. Rosemary confirmed the budgeted amount for expenditure is \$2,500. Discussion about the timeline for installation centered around whether piggy-backing on an existing special event would benefit a dedication ceremony. Uwe suggested a dedicated art event which made the focus on the art. Other Commission members liked the idea of tying it in with the State's designation of Art's Month in

October. Uwe motioned to have an art dedication (providing Matthew Hoffman agrees to terms) in early October and Buddy seconded the motion. All were in favor.

5. Arteculture: call for art-needs some tweaking, Community Center would only waive the fee for use on Saturday but would have to pay fee on Thursday and Friday; we can work with the American Legion but we would have to cut Friday night since they have bingo that night; best option is 103 W. Washington- after some discussion it was decided that we would open up for art beyond local artists and have local category and also have an outside category; also open media types to be similar to artXposium; also help to fill the space by the Museum putting up their Mexican Immigration exhibit; hang banners along mirrors to further promote CAC projects; installations included in arteculture; look into having a window painter for promotions-High School or girl scouts?; Friday and Saturday -keep those hours; Sara will confirm use and then let Rosemary know and then she can let everyone know; do special invitation to some people; look at doing something special like having art grow out of the banner-from the pot on the A-cultivate art?; Anni and Uwe will work with Rosemary for Call for Art; Sara can still send the local letter to artists once we have all the information.

6. Public Art Master Plan: vision statement needed, but also look to incorporate city strategic plan and also look to cultural center project of 200 Main renovation; we already have a mission statement; need to determine how much information we want in a master plan; need foundational statement for public to work off of and give them a framework to understand the type of art we want and then see what the public wants for those types of art as experience; build off of “enriching lives through art” that we put on gateway banners; hold a specific meeting to only talk about this at our June meeting

7. Other Business: Sara and Anni met with 2016 Artist in Residence William Estrada who will be doing art cart/family portraits project at community events

8. Adjournment at 8:57pm