

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

## WEST CHICAGO CULTURAL ARTS COMMISSION

### Special Meeting

Wednesday, June 29, 2022

West Chicago City Hall – Committee Room B

6:00 p.m. – 8:00 p.m.

### AGENDA

1. Call to Order, Roll Call, Establishment of a Quorum
2. Approval of Minutes
  - a. Cultural Arts Commission Meeting: April 7, 2022
3. Public Participation/Presentations
4. Items for Discussion and Possible Action
  - a. Welcome New Commission Member: Maria Paulina Garcia
  - b. Railroad Days: Cultural Arts Commission Activity
  - c. Portals to a Dream World – Distribution
  - d. West Chicago Alebrije Sculpture: Polling
  - e. West Chicago Alebrije Sculpture: Construction Details
5. Other Business
  - a. July 7 Meeting: Cancellation
6. Adjournment

CC: Mayor Ruben Pineda, City Council, Michael Guttman, West Chicago Cultural Arts Commissioners, Media, Daniel Peck

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Ruben Pineda  
MAYOR  
Nancy M. Smith  
CITY CLERK

Michael L. Guttman  
CITY ADMINISTRATOR

**West Chicago Cultural Arts Commission**  
**Thursday, April 7, 2022**  
**7:00pm**  
**MINUTES**

1. Call to Order at 7:05pm by Heidi Kuharich; Roll Call: Uwe Gsedl, Anni Holm, Judith Horsley, Heidi Kuharich, Buddy Plumlee, and City Liaison Daniel Peck in attendance; Quorum established
2. Approval of Minutes
  - a. Cultural Arts Commission Meeting: February 3, 2022: Motion for Approval by Anni Holm, Seconded by Uwe Gsedl; unanimous
  - b. Cultural Arts Commission Meeting: March 10, 2022: Motion for Approval by Buddy Plumlee, Seconded by Judith Horsley; unanimous
3. Public Participation/Presentations
  - a. DuPage Symphony Orchestra (DSO): Board Members William Jastrow and Michael O'Neill came to discuss opportunities between DSO and CAC, both those that might be obvious and less so, including concerts, educational sessions with children and/or adults, various points of intersection within the community, etc.; also discussed timelines/lead times, points within the season and outside of the regular performance season that might be good fits
4. Items for Discussion and Possible Action
  - a. Alebrijes Community Art Project: Timeline
  - b. Cultural Arts Commission: 2022 Projects Budget
    - i. Discussion on Dream World Portals (Community Wreath Project): tentative determination on size (pending receipt), materials needed for community distribution, promotion, scheduling; CAC planning to introduce at Blooming Fest (start with 150 wreaths, add as needed up to 225); members committed to creating personal sample wreaths for display, work session determined to create wreaths (doodle poll to follow), photos/videos for promotion and instruction [6/4/22 will be community workshop day at Gallery 200, 10-2, pending approval by G200]; Motioned by Buddy Plumlee, Seconded by Judith Horsley; unanimous
    - ii. Discussion on Community Alebrije Project: Heidi Kuharich noted that preliminary discussions with Ben Weseloh favorable for housing at the Library (much detail to be determined); begin by polling community on attributes to include in four categories (train, prairie, air/flight, wild card), Heidi Kuharich will develop list of options, active 6.13.22-7.11.22; construction begins 7.11.22 with community-selected attributes, CAC will construct framework, Community invited to participate in papier mache and paint stages of design; Motioned by Buddy Plumlee, Seconded by Anni Holm; unanimous
    - iii. Discussion on Banners emerged from Budget discussion: Anni Holm noted that due to constraints of tree placement and growth, not all posts are ideal for banners and CAC has limited the submissions due to that fact; decision made to limit to 25 banners, Dan Peck has received Juror Kay McKeen's selections and will begin production on her top 25 and will send to CAC; discussion on exact location of banner placement, need for analysis on placement (landscape vs portrait), approval sign-off by artists, etc
    - iv. Returning to Budget Discussion: with changes to Banner count, Option 2 noted in the Meeting Packet was selected noting that some flexibility is inherent due to fewer banners; Motioned by Anni Holm, Seconded by Uwe Gsedl; unanimous
5. Other Business
  - a. May 5 Meeting: Cancellation
  - b. Special Meeting: April 11-April 15: Discussion landed on 4.14.22, 1-2pm; Motioned by Uwe Gsedl, Seconded by Anni Holm; unanimous
  - c. 2022 Art Banner Exhibit: Production Phase [see 4.b.iii above]
  - d. Cultural Arts Commission: Meeting Time: briefly discussed with no resolution; tabled
  - e. Heidi Kuharich noted that Judith Horsley has a solo show of her photography at the DuPage Art League; Daniel Peck requested details for promotion on City site; Judith Horsley outlined reception date of 4.24.22, 2-4pm
6. Adjournment: Motioned by Heidi Kuharich, Seconded by Anni Holm; unanimous: 9.28pm



**AGENDA ITEM TITLE:** Railroad Days: Cultural Arts Commission Activity

**AGENDA ITEM NUMBER:** 4b

**AGENDA DATE:** June 29, 2022

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**AGENDA ITEM SUMMARY:**

The West Chicago Cultural Arts Commission (CAC) was approached by the Western DuPage Chamber of Commerce to host a children’s activity at the upcoming Railroad Days Festival. Commission volunteers would be required to attend the event on Saturday, July 9 from 12 p.m. to 2 p.m. and provide some form of activity for children. City staff and members of the Commission presented the following items for consideration.

*Project 1: Portals of a Dream World*

Commission members could promote and distribute wreaths from the Commission’s ‘Portals of a Dream World’. Concern raised include how visitors to fest would carry the wreath around event.

*Project 2: Repurposed Outdoor Fans*

Commission members could distribute outdoor fans from previous event to color on and take with them. Concern raised include purchase of and application of stickers to cover existing logo on fans.

*Project 3: Voting on Alebrijes Sculpture*

Commission members could have children vote on their favorite item to include in alebrijes sculpture project.

*Considerations*

- Availability of members to attend event.
- Volunteer time to prepare projects prior to event.

**Recommendation**

Staff recommends taking a roll call initially prior to discussing potential projects to gage availability of members to attend or prepare project for attendance.

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**ACTION(S) PROPOSED:**

- Approval of Commission’s attendance at event.
- Approval of project to share at event, and budget to be allocated towards proposed projects.



**AGENDA ITEM TITLE:** Portal of a Dream World – Distribution

**AGENDA ITEM NUMBER:** 4c

**AGENDA DATE:** June 29, 2022

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**AGENDA ITEM SUMMARY:**

The West Chicago Cultural Arts Commission (CAC) initiated a wreath making project, Portals of a Dream World, as part of a larger community collaboration celebrating the “Year of the Alebrijes” in West Chicago. The wreaths were initially introduced at the City’s Blooming Fest event in May, which resulted in approximately 25 wreaths being distributed. Currently the Commission has approximately 125 wreaths along with other materials to distribute as part of the community event.

With numerous activities and events surrounding the “Year of the Alebrijes” there is sufficient time to promote the wreath building in the community by City staff, but the Commission must be settled on a plan of distribution in order for promotion to proceed.

The Commission is tasked with seeking other opportunities for distribution of the wreaths over the next few months. Provided are initial staff suggestions.

*Concept 1: Community Events*

This project was initially proposed to have members attend various events to distribute and showcase different wreaths. Commission members could return to this concept and attend future community events, with suggestions including: Railroad Days (July 9), Food Festival (August 27), Taco and Arts Festival (July 16), Stories and Alebrijes at Cantigny Park (July 13 and August 17), Mexican Independence Day (September 10 & 11), Alebrijes at Night (October 13), Alebrijes Outdoor Movie (October 22)

*Concept 2: Workshops*

Commission members could host a series of workshops at Gallery 200, or potentially through the West Chicago Public Library or West Chicago Park District programs or facilities.

*Concept 3: Maquetas y Bocetos Promotion*

Portals can be available to residents of West Chicago who visit the *Maquetas y Bocetos* exhibit at Gallery 200.

**Recommendation**

Staff recommends a combination of Concept 1, 2, & 3.

Commission members should look to attend an additional community event(s); look to include a workshop date in the West Chicago Public Library District’s upcoming summer program; hosting a program with the West Chicago Park District’s Summer Camp program; consider providing wreaths to *Maquetas y Bocetos* attendees to help with promotion of the community art gallery and special exhibit.

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**ACTION(S) PROPOSED:**

- Approval of firm dates/events to promote/distribute wreaths.



**AGENDA ITEM TITLE:** West Chicago Alebrije Sculpture: Polling

**AGENDA ITEM NUMBER:** 4d

**AGENDA DATE:** June 29, 2022

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**AGENDA ITEM SUMMARY:**

A concern was brought forth to City staff regarding polling for the West Chicago Alebrije Sculpture project regarding filtering out social media responses from non-residents who participate. Staff is requesting the Commission to make a decision to filter social media responses which would require volunteer time of a Commission member to review each respondent's comments to confirm if they are West Chicago residents or not.

If this is the direction the Commission chooses, then this task will be given to a Commission member to perform and complete prior to the construction of the sculpture.

In addition, the Commission needs to decide on a final to cease polling.

**Recommendation**

Staff recommends leaving comments as-is, and leaving poll open through end of July.

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**ACTION(S) PROPOSED:**

- Approval proceeding with assigning member to complete task of filtering responses.
- Approval of date to end polling.



**AGENDA ITEM TITLE:** West Chicago Alebrije Sculpture: Construction Details

**AGENDA ITEM NUMBER:** 4e

**AGENDA DATE:** June 29, 2022

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**AGENDA ITEM SUMMARY:**

The Commission needs to finalize details formal construction details for the construction portion of the West Chicago Alebrije Sculpture project. City staff and the West Chicago Public Library have yet to have a formal final plan of implementation presented or accepted.

As a volunteer Commission of the City of West Chicago, formal documentation should be provided for projects that involve construction to review liability concerns and to have an awareness of project deadlines. With a large-scale sculpture project, there are multiple concerns to be addressed with regards to usage of materials, as well as a timeline that should be constructed to coordinate with the City's inter-governmental partner.

Without formal documentation, the construction for the project is currently on hold and will not be able to commence until formal documentation has been reviewed by City staff and presented and approved by the West Chicago Public Library District staff.

This discussion will be to organize details that provide the framework for a schedule and implementation plan that will then be presented to the West Chicago Public Library District staff in addition to a discussion to forming ad hoc committees to organize efforts to maintain project timelines and provide times to work outside of regular meetings.

**Recommendation**

Staff recommends the Commission breaking into two ad hoc committees with one group being focused primarily on the wreath making project, and the other focused on the sculpture project for the "Year of the Alebrijes" activities. Both committees would provide bi-weekly reports to the City staff liaison and the Commission Chair to help assist with keeping deadlines and achieving project objectives.

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**ACTION(S) PROPOSED:**

- Approval of the creation of two ad hoc committees, and the assignment of members to each.