

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved: March 7, 2024

CULTURAL ARTS COMMISSION MINUTES Thursday, February 1, 2024 West Chicago City Hall – 475 Main Street 7:00 p.m.

1. Call to Order, Roll Call, Establishment of a Quorum

Chairman Kuharich called the meeting to order at 7:02 p.m. Roll Call found Commissioners Garcia, Gsedl, Plumlee, and Walsh present. Commissioner Hernandez arrived at 7:10 p.m. Commissioner Treudt was absent.

Also in attendance was Marketing and Communications Manager Daniel Peck and Alderman Chassee.

2. Public Participation

Alderman Chassee introduced herself as the Commission's new Aldermanic Liaison.

3. Cultural Arts Commission Meeting Minutes of January 11, 2024

Commissioner Walsh made a motion, seconded by Commissioner Garcia, to approve the requested changes to the minutes of January 11, 2024, as discussed. Voting Aye: Chairman Kuharich, Commissioners Gsedl and Plumlee. Motion Carried.

4. Items for Discussion and Possible Action

A. *Art Banner Exhibit 2024*. Commissioners discussed the need to have content on the City's website translated in both English and Spanish, and desired making a motion to request the City Council to consider translating the City's website in both languages. Alderman Chassee suggested that the Commission take the appropriate action of proposing a motion for staff to explore the feasibility and associated costs of updating the City's website to include translations of content in both English and Spanish.

Commissioner Plumlee made a motion, seconded by Commissioner Walsh, to request the Council to direct City staff to investigate the feasibility and financial impact of making the City's website translation functions more user-friendly or translating content on the website into both English and Spanish. Voting Aye: Chairman Kuharich, Commissioner Garcia, Gsedl, Hernandez. Motion Carried.

Manager Peck reported that 33 artworks have been submitted by 20 artists as of February 1, 2024.

B. *Public Arts Master Plan*. Chairman Kuharich provided a progress update of the Plan.

Commissioners discussed online forms for public art. Manager Peck reported that developing a digital form with images for a public survey would not be possible. He stated that staff could create a webpage that could be created explaining different types of art, but the content would need to be provided by the Commission.

C. *Annual Report*. In response to Commissioners questions, Manager Peck stated that the Annual Report is provided to the City Administrator who then provides the document to the City Council.

Commissioner Hernandez made a motion, seconded by Chairman Kuharich, to accept the changes to the 2023 Annual Report as discussed. Voting Aye: Commissioners Garcia, Gsedl, Plumlee, and Walsh. Motion Carried.

5. Other Business

Chairman Kuharich reminded the Commission that the West Chicago Park District's Taco and Art Festival will be held on Saturday, July 20, 2024.

Commissioners raised concerns about the absence of a dedicated Cultural Arts Commission email account provided by the City. Manager Peck informed the Commission that the staff is actively working on the process and will report back once there are more details.

Manager Peck reported that no additional details could be added to the Fremont Street Water Tower at this time. Commissioners requested staff to have the contractor ensure that appropriate kerning be provided between letters.

6. Adjournment

At 7:58 p.m., Chairman Kuharich adjourned the meeting.

Respectfully submitted,

Daniel Peck

Marketing and Communications Manager

City of West Chicago