

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

WEST CHICAGO CULTURAL ARTS COMMISSION

Thursday, February 6, 2025

West Chicago City Hall – 475 Main Street

7:00 p.m.

AGENDA

1. Call to Order, Roll Call, Establishment of a Quorum
2. Public Participation
 - a. WeGo Together for Kids
3. Approval of Minutes
 - a. Cultural Arts Commission Meeting: January 3, 2025
4. Items for Discussion and Possible Action
 - a. 2024 Annual Report Approval
 - b. Sub-Committee Guidelines Approval
5. Other Business
 - a. 2025 Art Banner Exhibit – Update
 - b. 2025 Summer Series: Hokusai - Update
 - c. Public Arts Master Plan - Update
 - d. Upcoming Meeting Schedule
 - i. March: Cancelled
 - ii. Thursday, April 3, 2025
6. Adjournment

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



CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

DRAFT CULTURAL ARTS COMMISSION MINUTES

Thursday, January 9, 2025

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 showed Chairman Kuharich and Commissioners Gsedl, Garcia, Plumlee, and Renwick present. Commissioners Hernandez, Treudt, and Walsh were absent. Also in attendance was Marketing and Communications Manager Daniel Peck.

2. Public Participation

Commissioner Renwick introduced herself to the Commission.

3. Cultural Arts Commission Meeting Minutes of September 5, 2024

Commissioner Gsedl made a motion, seconded by Commissioner Plumlee, to approve the minutes from the meeting on October 3, 2024. The motion carried.

4. Items for Discussion and Possible Action

- a) *2025 Art Banner Exhibit*: Manager Peck provided an update on the number of entries. Commissioners requested that staff contact David Linneweh to serve as the juror for the exhibit.
- b) *Downtown Mural Frames Naming*: The results of a digital poll, distributed to Commissioners for naming the downtown mural frames, were discussed and reviewed. Commissioners favored the name “West Chicago Art Trail.” Commissioner Gsedl volunteered to design a logo for the concept.
- c) *2025 Summer Series-Hokusai*: Chairman Kuharich provided an update on the progress of the upcoming summer exhibit at the College of DuPage. She emphasized the need to take action on several key items related to the initiative. Commissioners discussed using allocated funds from the project budget to participate in the landmark photo project and the creation of a sub-committee to manage the overall project.
 - Commissioner Plumlee made a motion, seconded by Commissioner Renwick, to establish a sub-committee consisting of two Commissioners to oversee the 2025 Summer Series – Hokusai initiative. The motion carried.
 - Commissioner Gsedl made a motion, seconded by Commissioner Plumlee, to allocate \$250 of the \$1,250 project budget to participate in the College of DuPage’s landmark photo project, using a photo of West Chicago High School selected by Chairman Kuharich. The motion carried.

5. Other Business

- a) *Upcoming Meeting Schedule*: Manager Peck reviewed the upcoming meeting schedule and mentioned that the March meeting may need to be rescheduled to March 13th, due to his anticipated absence.

6. Adjournment

At 8:12 p.m., Chairman Kuharich adjourned the meeting.

Respectfully submitted,

Daniel Peck

Marketing and Communications Manager

City of West Chicago

CULTURAL ARTS COMMISSION ANNUAL REPORT 2024 (DRAFT)

In accordance with Chapter 2, Article VI, Division 13, Section 2-440 of the Code of Ordinances, the City of West Chicago's Cultural Arts Commission hereby submits this annual report to the City Council summarizing its activities from 2024 and recommendations for proposed programming in 2025.

2024-2025 Cultural Arts Commission Members

Maria Paulina Garcia, Uwe Gsedl, Jacob Hernandez, Heidi Kuharich (Chairman), Buddy Plumlee, Britta Renwick, Bruce Treudt, Deborah Walsh

2024 Commission Activities

Art Banner Exhibit

The 16th annual Art Banner Exhibit took place with the theme "Time to Celebrate/Tiempo para Celebrar." A total of 68 artworks from 39 artists were submitted, and 26 were selected to be displayed on streetlight poles at a cost of \$2,281.50. The exhibit ran from May to August, with 182 digital votes collected for the 2024 People's Choice Award. Rosalie White of Batavia won the award with 43 votes.

WeGo Loteria

"WeGo Loteria" was relaunched from September to October for Hispanic Heritage Month. Two new artists contributed four unique artworks, bringing the total to 38. The artworks were reproduced as window decals and displayed at local businesses as part of a scavenger hunt. The City reused the existing website, created a new digital form, and provided a map of participating locations. Three submissions were collected through the website. The total cost for the initiative was \$802, exceeding the budgeted \$688 due to a price increase in decal printing from \$15 to \$18 each, resulting in a \$114 increase.

Downtown Mural Program

The inaugural year of the Downtown Mural Program took place in 2024, with the Commission providing creative direction to the artist contracted to create art based on the Illinois Prairie Path theme. Initial discussions also began on naming the outdoor mural exhibit that will serve as the foundation for the program.

Public Arts Master Plan

Significant progress was experienced in developing a draft Public Art Master Plan for the City by inventorying existing public art, conducting a community survey via digital media, and establishing submission guidelines for future projects.

2025 Programming Recommendations

The Commission recommends proceeding with initiatives outlined in the FY2025 Budget, including the 2025 Art Banner Exhibit, the 2025 Loteria initiative, and the 2025 Summer Art Series: Hokusai. Additionally, the Commission plans to complete the Public Arts Master Plan for City adoption, coordinate the City's sponsorship of Gallery 200's Artist-In-Residence Program, and support the Artculture exhibit at Kindred Coffee.

Heidi Kuharich, Chair

Cultural Arts Commission Sub-Committee Guidelines

Sub-committees are used to support the Cultural Arts Commission by delegating and focusing designated members' efforts on executing individual initiatives. By utilizing this structure, the Commission can operate more autonomously and efficiently.

General Structure

Composition: Each sub-committee may consist of up to two Commission members. Non-commission members with relevant expertise or community interest may also be invited to participate.

Tasks: Sub-committees will oversee activities related to the designated project, ensuring that project goals are met, providing updates to the full Commission during regular meetings, and maintaining communication with the Commission's Chairman.

Formation: Sub-committees are formed by the full Commission based on project needs. The Commission's Chairman appoints members based on their expertise, experience, and commitment to the project.

Term: Sub-committees operate on a project-specific basis with clear timelines for completion. New sub-committees may be formed as needed.

Roles & Responsibilities

Project Planning: Develop project plans, including budgets, timelines, logistics, and outreach strategies. Present plans to the full Commission for review, feedback, and approval as needed.

Execution & Oversight: Oversee the implementation of projects, ensuring they remain within scope, on schedule, and on budget.

Reporting: Provide progress updates to the full Commission during regular meetings. After project completion, report on the success and impact of the initiative.

Communication: Maintain communication with the Commission's Chairman on project updates between regularly scheduled meetings.

Resource Allocation: Ensure responsible use of resources, including funding, time, and materials, in alignment with project goals. Collect and maintain all appropriate invoices and receipts.