

## Duluth Public Arts Commission

**MINUTES** for Monday, August 15, 2016, 4:30 at Duluth City Hall, Room 106A

Present: Phil Jents, Mary Mathews, Rachel Payne, Laurel Sanders, Peter Spooner, Mary Tennis, Sophie Spehar, Jodi Broadwell, Jason Hale

Visitor: Sandy Johnson, (godancesandy@aol.com)

Called to order, 4:40 p.m.

### **Old Business**

Minutes from the July meeting were reviewed and approved.

### **Financial Report:**

Phil reported that the balance of the DPAC account as of August 1 was 127267.02.

### **Operations and Governance**

#### *Possible Budget Categories*

- Conservation
- 1% Projects
- Public Arts Programming
- Operations/Planning
  - Administration/Staff
  - Promotion/Marketing/Audience Development
- Grantmaking

The annual allocation for DPAC is roughly 44,000.

Mary indicated that we should start thinking about what percent of the budget should be allocated to each budget line.

Peter reported that the proposed conservation/maintenance requests for this year would be typical (roughly \$10504) – 28% of our allocation.

Discussion ensued about requesting/requiring funds for conservation/maintenance of new works.

#### *Process for Reviewing Proposals*

Kristin Cheronis is the person who currently prioritizes conservation/maintenance.

The two proposals for conservation (submitted by Kristin Cheronis and Penny Perry) were approved.

Discussion of developing a relationship with Northern Bedrock Conservation Corps.

Jason shared a proposal for the DPAC project review process. Jason will email his proposal to DPAC.

### Clayton Jackson McGhee Memorial

Discussion of the need for a protocol for vandalism. Jason will explore options with city staff.

### **Plan Implementation**

No dates yet for presentation to staff. Presentation to key partners/public is tentatively for October 6.

Peter will explore a staff meeting in September staff meeting – which would include planning, parks and rec, city administration, business and economic development.

The goal would be to have it reviewed by the City Council by early September prior to October 6.

Phil will identify several dates for the staff presentation.

A committee was formed to identify location, catering. Laurel, Sophie and Jodi (and perhaps Mary) volunteered to work on the committee.

Jason will research rules/regulations regarding event planning.

### **Recruitment of new DPAC Members**

Changes were made to the form. The survey will be sent to Commission members.

### **DPAC Archives**

Peter continues to work on cleaning up the archives.

### **Adjournment**

The meeting adjourned at 6:05.