

**CITY OF SURPRISE  
ARTS AND CULTURAL ADVISORY BOARD**

**Meeting Minutes**

January 9, 2012 / 6:00 PM

**COMMUNITY & RECREATION SERVICES  
15960 NORTH BULLARD AVENUE  
SURPRISE, ARIZONA 85374**

**CALL TO ORDER: 6:00pm**

**A. Roll Call**

Sandra Staehle (Chair), Kathie Morgan (Vice Chair), Susan deJong, ellise hayden, Fred Ramsay, Margaret Lieu and Loretta Warner  
Julie Richards (absent)  
Guests – Karen Martin, Dysart Unified School District; Vamshee Kovuru, City of Surprise Planner

**B. Pledge of Allegiance**

**C. Current Events Reports**

Board members reported attending various events in Surprise. Chair Staehle (S. Staehle) mentioned that she has tried to contact Officer Lynch regarding the graffiti program with no response and requested staff to get in touch with him and ask him to contact her.

**D. Staff reports**

Tara Combs (T. Combs) reported on the positive turnout at the 2<sup>nd</sup> Sundays in the Park event and also gave an update regarding the Public Art Policy and the hanging system.

**CALL TO THE PUBLIC:**

**CONSENT AGENDA**

**E. Approval of items on the Consent Agenda**

No items were identified as consent agenda items.

**REGULAR AGENDA ITEMS – NON PUBLIC HEARING**

**Item – CITYWIDE – Consideration and Action to Approve the Minutes of the December 5, 2011 Arts & Cultural Advisory Board Meeting.**

Changes need to be made to both December 5, 2011 and November 7, 2011 minutes:

- In Staff Reports – Sun City Oktoberfest and Sun City West Oktoberfest need to be changed to Sun City Grand Oktoberfest.

Motion to approve minutes – ellise hayden, 2<sup>nd</sup> Susan deJong. Seven yes votes. Motion carried.

**Item 2 – CITYWIDE – Presentation by Karen Martin Regarding the Dysart Unified School District Arts Programs.**

Karen Marten of the Dysart Unified School District presented a short video and presentation about a new Signature Academy, the Dysart Arts Academy, which will serve students in grades 5-8 beginning in fall 2012, the goal of which is to teach the core curriculum in an arts-enriched learning environment. All of the programs are free and there is an open enrollment, even for students out of the Dysart district. The program will take place at Desert Moon School. Students in the program will be able to participate in electives including band, orchestra, chorus, visual arts: 2-D, 3-D and graphic arts, theater, dance, and ITV / video production.

**Item 3 – CITYWIDE – Visioning Session with Community and Economic Development and Arts and Cultural Advisory Board for the City of Surprise General Plan Update.**

Vamshee Kovuru of the City of Surprise Community and Economic Development Department conducted a Visioning Session wherein he presented a Power Point presentation about the General Plan which guides the physical growth and development for the City of Surprise. The City is currently in the process of rewriting the 2008 draft of the General Plan and is conducting public outreach efforts in the form of Visioning Sessions, a General Plan Advisory Committee, Interdepartmental Workgroups and Technology Advisory Committee Meetings. There will be an Art Contest for Elementary and Middle School Students where they are asked to draw something they like in the City or something they want to see in the City in order to gain their input as well as a Photography Contest, both of which will be judged by the Arts and Cultural Advisory Board. The Board completed a Surprise General Plan Visioning Survey and suggested that Mr. Kovuru get in touch with both Connie Whitlock of WHAM and Karen Martin of the Dysart Unified School District to help with this endeavor. Karen Martin suggested Mr. Kovuru get in touch with Connie Ferguson at the Dysart School District for their support and help in this effort. Connie Whitlock informed Mr. Kovuru of the H.art event as a possible event where they could reach the public.

**Item 4 – CITYWIDE –Consideration and Possible Action to Recommend Awarding General Operating Support Grants and Present to Surprise City Council for Final Approval. (list grant recipients and amounts)**

The Board discussed each grant application individually.

**WHAM Art Association** – Kathi Morgan (K. Morgan) advised that she supports approving the WHAM General Operating Support Grant application, however she pointed out that in the 2011 financials there were no projections for future revenue. She questioned whether or not the application met the requirements. Loretta Warner (L. Warner) stated that WHAM did provide the profit/loss statement which she felt was sufficient. S. Staehle stated that her belief is that the fact that the financial data was included was sufficient for the purposes of this grant application process. K. Morgan wants to give applying organizations advisement in the future so that they are better able to present the application in the future.

Motion to fund \$3,000 General Operating Grant to WHAM Art Association – Fred Ramsay, 2<sup>nd</sup> Loretta Warner. Six yes votes. ellise hayden abstained from voting. Motion carried.

**West Valley Arts Council – General Operating Support** – S. Staehle commented that the application had been revised pursuant to the Board’s direction at the December 5, 2011 meeting.

Motion to fund \$3,000 General Operating Grant to the West Valley Arts Council – ellise hayden, 2<sup>nd</sup> Susan deJong. Six yes votes. Sandra Staehle abstained from voting. Motion carried.

**West Valley Conservatory of Ballet**– K. Morgan advised that Item Number 6 was not completed correctly. She is looking for a strong measurable result. Fred Ramsay (F. Ramsay) agreed and stated that measuring effective domain is difficult but not impossible. S. Staehle advised that in next year’s grants process the Board can judge the final report submitted by grant recipients, and being a first year for this process we can’t judge the applicants on something they have never done before. e. hayden wants to be sure that the Board makes it clear as far as what they are looking to see on the report required from the grant recipients. K. Morgan stated that she believes Item Number 6 is valuable, however it might need to be re-worded moving forward to ask what are the results the organization expects and how do they measure them.

Motion to fund \$3,000 General Operating Grant to the West Valley Conservatory of Ballet – Loretta Warner, 2<sup>nd</sup> Margaret Lieu. Seven yes votes. Motion carried.

**Item 5 – CITYWIDE – Consideration and Possible Action to Recommend Awarding Excess Grant Funds to the Surprise Police Department's Graffiti Program and Present to Surprise City Council.**

S. Staehle reviewed the document she prepared for the Surprise Arts and Cultural Board Advisory Board Recommendations for Project Grants. S. Staehle pointed out that \$570.00 of the available funds for the Project Grants were not awarded. She suggested awarding that money to the Surprise Police Department’s Graffiti Program. She made the same recommendation to the Board for the \$1,000.00 of available funds for the General Operating Grants that were not awarded.

Motion to recommend approval of awarding \$1,570.00 to the Surprise Police Department’s Graffiti Program to the Surprise City Council – ellise hayden, 2<sup>nd</sup> Susan deJong. Seven yes votes. Motion carried.

T. Combs advised that in the best case scenario this would go to Workshop on January 17, 2012 and then to a Council Meeting on January 24, 2012 and if for some reason something changed along the way the next Workshop would be on January 31, 2012 and Council Meeting would be on February 7, 2012. S. Staehle also commented that it would be nice to have representation from the Police Department at the Council Meeting along with the Arts and Cultural Advisory Board Members.

**Item 6 – CITYWIDE – Discussion and possible action of board goals and a proposed budget for FY13.**

S. Staehle proposed requesting a \$33,000.00 budget to council which represents 28.2 cents per capita based on population data as of April 2010 and is a 1.5% increase from the fiscal 2011-2012 budget. \$3,000 of the proposed budget would be attributed to Affair with the Arts with a suggestion of hosting at least one art event in conjunction with an existing City Event. \$4,000 of the proposed budget would be attributed to the hanging system and /or display cases within City Hall or other City owned buildings and for the art to be hung on a quarterly basis. \$26,000 of the proposed budget would be attributed to the Grants Fund with \$6,000 to be distributed through General Operating Support Grants and \$20,000 to be distributed through Project Grants and/or Public Art. Susan deJong (S. deJong) proposed an additional \$10,000 of Project Grants be awarded and an additional \$5,000 of General Operating Grants be distributed. She also proposed having a discretionary fund of \$5,000 to support worthwhile projects throughout the fiscal year. S. Staehle advised that all requested monies must be tied to specific events and/or purpose in order to be placed on the budget. T. Combs concurred. ellise hayden (e. hayden) proposed increasing the grant program by 25% to \$30,000 but recommended not setting specific amounts available for Project and General Operating Grants so that there could be flexibility to grant the maximum amounts necessary based on grant submissions. She also recommended that the amount of money set aside to manage the City Hall Gallery be increased to \$2,500.00. K. Morgan recommended amending the application for grants to be limited to one request by an entity, either General Operating or Project. She suggested increasing the project grant budget to \$24,000 allowing for eight \$3,000 grants and maintaining the General Operating Grant budget of \$10,000 however reducing the grant maximum from \$3,000 to \$2,500 allowing for four \$2,500 General Operating Grants. She suggested the possibility of new ventures such as awarding money to non 501(C)(3) as well as creating scholarships for graduating students entering study in any of the arts areas. Vice Mayor Hall commented that the Council cannot award scholarships.

Public Comments:

Connie Whitlock of WHAM commented that Surprise is a new City and is not used to giving out grant awards. She suggested that the City might want to help its 501(C)(3) organizations along and help them grow with the Project and General Operating Grants. She also wanted to let the Board know that she is trying to incorporate student membership with WHAM.

Karen Martin of the Dysart Unified School District commented that when the Board is trying to find public art to place on City owned property, they might want to look at some of the artwork of the High School and Middle School students to hang as in her opinion it is phenomenal work and is definitely gallery worthy.

Motion to request \$30,000 budget from Surprise City Council with \$3,000 attributed to Affair with the Arts, \$4,000 attributed to the hanging system and art to be hung and \$26,000 attributed to grant funds – Fred Ramsay, 2<sup>nd</sup> Margaret Lieu. Seven yes votes. Motion carried.

**Item 7 – CITYWIDE – Discussion of Arts and Cultural Advisory Board's Plein Air Painting Event in Conjunction with WHAM's Art Is Alive In Surprise Festival.**

S. Staehle informed the Board that the Plein Air event document has been forwarded to Connie Whitlock of WHAM and will be forwarded to Julie Richard of WVAC to send out e-mail blasts. It will also be forwarded to each board member to circulate as well. S. Staehle asked staff to get a Plein Air stamp to stamp the art submissions with. e. hayden and K. Morgan volunteered to staff the registration site from 8:00 a.m. until 10:30 a.m. L. Warner, S. Staehle and M. Lieu volunteered to staff the judging site and judge the artwork. S. deJong will be out of town during the Plein Air event.

Public Comments:

Connie Whitlock of WHAM explained to the board that the judges might want to monitor the different sites where artists will be set up to paint. She also mentioned that the document as it is may need to be revised to address proper framing and wiring and/or wrapping of artwork as the artists might not realize this is their responsibility. S. Staehle asked Connie Whitlock if she could revise the language in the Plein Air document to reflect her comments about framing the artwork. Connie agreed to look into it.

The Board decided to use Ramada 6 for their registration and judging site. Ramada 7 will also be reserved should they need more space.

**Item 8 – CITYWIDE – Consideration and possible action to place items on a future agenda.**

None.

**OTHER BUSINESS**

**ADJOURNMENT – Motion by Fred Ramsay, 2<sup>nd</sup> Loretta Warner**

**ATTEST:**

\_\_\_\_\_  
Mark Coronado, Director  
Community & Recreation Services

**CERTIFICATION:**

I, Heather Donaldson, Administrative Specialist for the City of Surprise Community and Recreation Services Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Board meeting held on January 9, 2012.

\_\_\_\_\_  
Heather Donaldson, Administrative Specialist

**POSTED:**

**TIME:**

\_\_\_\_\_  
Linda Stevens, Deputy City Clerk

**SPECIAL NOTE:** Individuals needing reasonable accommodations, such as large print materials and oral/ ASL interpreters, should contact the Disability Advocate at **623.222.3821** (Voice) or **623.222.3802** (TTY/VP) at least three (3) business days prior to the event so arrangements can be made.