

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

Meeting Minutes

December 3, 2012 / 6:00 PM

**COUNCIL OVERFLOW ROOM
16000 NORTH BULLARD AVENUE
SURPRISE, ARIZONA 85374**

CALL TO ORDER:

A. Roll Call

Sandra Staehle (Chair), Margaret Lieu (Vice Chair), Susan deJong , Kathie Morgan, Loretta Warner, Virginia Cicero, Fred Ramsay (absent), Heather Donaldson and Paul Frie

B. Pledge of Allegiance

C. Current Events Reports

Chair Staehle reported on the following: Introduced newly appointed commission member, Virginia Cicero; Acknowledged Loretta Warner and thanked her for her service on this Commission; Contacted two Council Members to be on future agenda to request funding for WHAM Art is Alive in Surprise festival and still have not been placed on Council agenda.

Vice Chair Lieu reported on several events she attended over the last month including City Council meeting regarding Public Art Policy.

Susan deJong reported that the Surprise Chick-fil-A had a professional aerosol artist paint a mural on the restaurant wall with some youth volunteers and had to paint over it due to complaints from people passing by.

Kathie Morgan reported on the following: Several events she attended including the Tempe Art Festival; Surprise has appeared in the Phoenix Home and Garden magazine through an advertisement for the Thunderbird Artists festival.

Loretta Warner reported on the following: Sun City Grand will be having the annual Arts & Crafts festival on March 9, 2012; Thank you to the Commission for her time here.

Virginia Cicero introduced herself to the Commission and gave a brief background of her involvement with other City boards and committees.

D. Staff reports

Paul Frie reviewed the checklist with the Commission and reminded the Commission of the Board/Handbook Training taking place on Wednesday evening.

Heather Donaldson reported that CRS hosted the 11th annual Surprise Fest this past weekend where there was the Arts & Crafts festival which had approximately 40 vendors present.

CALL TO THE PUBLIC:

Andy Cepon, Surprise resident, thanked Loretta Warner for her service on this commission; welcomed new member, Virginia Cicero; thanked members of this Commission for attending General Plan meeting as they had significant impact in adding to the newly released preliminary draft with key elements.

Richard Vines, Co-Founder of Ghostlight Theatre, introduced himself and reported that they will be presenting The Best Christmas Pageant Ever by Barbara Robinson beginning on December 14, 2012 at their temporary location, Sunago Recreation Park; The Ghostlight Theatre is looking for a permanent location.

Desiree Christopher, West Valley Arts Council, thanked the commission for all the hard work put into the Public Art Hanging Policy.

John Yaeger, Vice Chair of the Disability Commission, introduced himself to the Commission and advised the commission that starting this month the Disability Advisory Commission meetings are going to be televised.

REGULAR AGENDA ITEMS – NON PUBLIC HEARING

Item 1 – CITYWIDE – City Clerk, Sherry Ann Aguilar will administer the Oath of Office to newly appointed Arts and Cultural Advisory Commission member, Virginia Cicero.

Sherry Ann Aguilar, City Clerk, administered the Oath of Office to Virginia Cicero.

Item 2 – CITYWIDE – Consideration and action to approve the minutes of the November 5, 2012 Arts & Cultural Advisory Commission Meeting.

Motion to approve minutes of the November 5, 2012 Arts & Cultural Advisory Commission Meeting – Loretta Warner, 2nd Susan deJong. Five yes votes. Motion carried.

Item 3 – CITYWIDE – Discussion with Jessica Blazina to identify possible additional funding sources for the Arts and Cultural Advisory Commission.

Jessica Blazina, City of Surprise Grants Administrator, presented the City's grants process to the Commission as well as some possible grant opportunities which she researched for this commission. Chair Staehle inquired as to possible grant opportunities for the WHAM Art is Alive in Surprise festival which has already received \$10,000 from the Tourism Commission (matching funds). Ms. Blazina responded that they will probably need to look for foundational types of grants which can be written in such a way to make it a good match, and the grant would need to be written by WHAM as the 501c3 entity looking for the grant however she would be happy to provide a critical eye over it and provide the City's piece of the grant. Vice Chair Lieu inquired if there could be grants training opportunities for Boards and Commissions. Ms. Blazina said that she would look into setting up training in the first quarter of next year.

Call to the Public

Andy Cepon, Surprise resident, said that at a minimum the City's Grants Administrator should be able to provide the Commission with sites and sources to locate grant funds.

Item 4 – CITYWIDE – Discussion and possible action of a proposed budget for FY2014.

Chair Staehle and Kathie Morgan presented their proposed preliminary budget requests for FY14. The Commission agreed to request a budget in the amount of \$51,200 with \$5,000 for the acquisition of art, \$23,000 for the Art is Alive in Surprise festival, \$2,000 for administrative fees for the hanging of art on City property, \$20,000 for grants and \$1,200 for monthly coffee talks.

Item 5 – CITYWIDE – Continued discussion of how the Surprise Arts and Cultural Advisory Commission can initiate participation in the Surprise community with a focus on identifying potential partners.

Chair Staehle advised the commission that Sarah Burbridge with the WVAC is interested in working on this effort. Susan deJong advised the commission that Dianne Cripe is no longer with the City of Goodyear, however she has been in touch with her for her assistance. Vice Chair Lieu spoke to Randy Miller who is interested in partnering with the commission to provide coffee and WHAM will allow us to use their center for the Coffee Talks. Susan deJong and Margaret Lieu volunteered to organize Coffee Talks with Sara Burbridge from WVAC and work on agenda.

Item 6 – CITYWIDE – Update on Public Art Policy.

Chair Staehle advised the commission that the Public Art Policy was approved by Council during the November 27, 2012 Council Meeting, and that a Facilities Use Agreement does not need to go in front of Council for approval. Mark Coronado has requested an invoice for a one year consulting fee from WVAC for the hanging of art for \$2,000 which has been donated by Macayos, Prasada, Banner Health and one more sponsor. There needs to be a call to artists with WVAC. Susan deJong and Virginia Cicero were selected to review the art with WVAC to be hung for the first quarter.

Item 7 – CITYWIDE – Discussion regarding the Arts and Cultural Advisory Commission booth at the Surprise Fine Art & Wine Festival.

Chair Staehle commented that she believes tables at art festivals are more appropriate for a 501c3 and/or other arts organizations and this commission has no literature to distribute. She further advised that the Thunderbird Artists have a requirement for a certain type of white tent and table which this commission does not have. Kathie Morgan commented that it is important for the SACAC to be there to stimulate interest and information in the Surprise Arts community. Kathie Morgan, Virginia Cicero and Vice Chair Margaret Lieu volunteered to man the table at the festival where they will educate people about this commission as well as distribute literature for other 501c3 organizations which they gather materials from if approved.

Item 8 – CITYWIDE – Discussion on the Arts and Cultural Advisory Commission's involvement in promotion of the Thunderbird Artists Fine Art and Wine Festival.

Kathie Morgan asked if there might be other City events where this commission can promote future “arts” events within the Community. She suggested making a list of opportunities to piggyback on other events or ideas where upcoming arts events can be mentioned.

Item 9 – CITYWIDE – Consideration and possible action to place items on a future agenda.

- Update on process for selection of art to be hung at City Hall
- Update on SACAC booth at Thunderbird Artists Fine Art and Wine Festival
- Update on SACAC’s promotion of interest and information in the Surprise Arts community
- Update on Coffee Talk series

ADJOURNMENT – Motion by Margaret Lieu, 2nd Susan deJong. Six yes votes. Motion carried.

ATTEST:

Paul Frie, Recreation Division Manager
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 December 3, 2012.

Heather Donaldson, Administrative Specialist