



**ARTS ADVISORY COMMISSION  
MINUTES  
SEQUIM CIVIC CENTER  
Burkett Community Room  
152 West Cedar Street  
Sequim WA 98382  
October 21, 2019, 3:00 p.m.**

Present:

**Members:** Susan Boudreau, Ross Brown, Maggie Hall, Carole Neidhardt, Craig Robinson

**Council Liaison:** William Armacost; **Staff Liaison:** Cyndi Hueth

**Associate Members:** Susan Molin, Susan Shaw

Excused:

Sharon DelaBarre, Member; Suzanne Horne, Member

**Agenda Item**

1. Introductions – Susan Boudreau was welcomed to the CAAC and gave a brief background of her interests and career.
2. Minutes:
  - a. **Motion** to approve minutes of September 16, 2019 made by Neidhardt; seconded by Boudreau. Carried unanimously.
3. Comments:
  - a. Molin obtained a list of arts & cultural organizations from the Chamber of Commerce, and plans to send a letter to all requesting their brochures for our brochure kiosk in the lobby.
  - b. Molin is also concerned about the possibility of artwork in our exhibit being stolen, particularly as we do not always have a concierge in the lobby. Hueth will research small motion alarm detectors for the back of artwork.
  - c. Hall inquired about the status of launching the Holiday Ornament program. Hueth explained the Sequim School District's request for their disclaimer on the flyer. Hueth will process the press release and print flyers for Hall to distribute.
4. Reports:
  - a. **Chair** – Brown reported on Cherry Bibler's excellent presentation at the 10/4/19 First Friday Art Talk re: the Wearable Art Fashion Show in 2020. There was a little traffic trying to clear Bibler's display out of the council chambers and musicians coming in for Open Jam; however, we will remedy that by allowing a full hour for future ATAW if there is an Open Jam planned for afterwards. Brown gave an update on the Sunshine Festival plans as he attended a walk-through of the areas where he is helping with light exhibits during the event. He is also doing a self-evaluation of the Arts Advisory Commission and will present to the CAAC at a future date and plan for a follow-up presentation to the city council.
  - b. **Vice Chair** – In Horne's absence, Hall reported on the 10/4/19 Open Jam session that had an excellent turn out. There was discussion on whether to keep the council chamber doors open during the Open Jam as the music may distract those coming just for the art exhibit. Molin has received some feedback that some do not

like the music; however, a general consensus was to keep the doors open to engage all visitors to the Civic Center. There were some technical difficulties again with the laptop and internet so a contingency plan will be to bring hardcopies of music for downtime. Overall, the Open Jams are creating camaraderie with local musicians who really enjoy the event. Hueth will provide sign-up sheets for future jams to collect musician's information.

- c. **Arts Coordinator** - See attached report. Hueth distributed a sign-up sheet for November 1<sup>st</sup> First Friday volunteers.
- d. **September Expenditures and Revenues** – Only expense was \$352 for the new exhibit display.

#### 5. Unfinished Business

- a. **Music in the Park (MIP) Partnership with KSQM Radio** – Hueth gave an overview of the presentation she, Brown and Horne gave to the board of Sequim Community Broadcasting (KSQM Radio) on 9/18/19 proposing the nonprofit take on the majority of the annual MIP production effective 1/1/20. The City of Sequim/CAAC would partner by providing the James Center for the Performing Arts (bandshell) facility at no fee to KSQM, have one or two CAAC members participate in the jurying process, co-promote the events via social media platforms, and provide minor public works support by maintaining the bandshell and hanging sponsor banners each week during the concert series. Brown added that this partnership would substantially free up CAAC resources including Hueth's time to pursue more collaborative projects in the community. The idea was presented to the City Council as a first touch by Hueth on 10/14/19 and was well received. Molin offered assistance to KSQM on the sponsorships we have received in the past, as well as her procedures for scheduling bands. **Motion** by Neidhardt to approve the partnership with Sequim Community Broadcasting and make the recommendation to City Council for the City Manager to enter into a partnership agreement; seconded by Hall; carried unanimously.
- b. **Naming of Civic Center Art Gallery** – Hueth reviewed the previous discussion of naming the gallery to give it more prominence in the community, and that the idea was presented to the City Council as a first touch by Hueth on 10/14/19. Councilor Armacost added that further discussion by the City Council continued on 10/14/19, and he promoted the idea of naming the gallery "The Karen Kuznek-Reese Gallery" in honor of Karen's many years of service to the City of Sequim and to the arts community. **Motion** by Brown to make the recommendation to City Council to name the gallery "The Karen Kuznek-Reese Gallery"; seconded by Neidhardt; carried unanimously. Hall recommended a plaque be mounted in the lobby explaining the naming of the gallery.
- c. **Arts Conversation** – November 14, 2019, 6pm to 8pm – Brown spoke to the specific topic for this Arts Conversation centered on the music sector, and how the CAAC can best support specific needs. Much discussion about who to invite including Peninsula College and Sequim High School art/music teachers. Hall and Boudreau will contact the college and high school. House concerts are happening in the community. Molin will email Hueth about the Morse Creek concerts happening.

#### 6. New Business

##### a. **Calendar**

- i. December 6, 2019 plan – The CAAC has typically not met in December; however, all agreed to have a short meeting on December 3<sup>rd</sup> starting at

3pm just prior to the First Friday Art Walk and Holiday Tree Lighting Ceremony starting at 5pm.

- ii. 2020 CAAC Calendar – Hueth distributed a calendar for 2020 that includes regularly scheduled meetings, and program dates for exhibits and other events. All agreed to a February 20, 2020 date for the CAAC Annual Retreat from noon to 4pm. Hueth will reserve the meeting space and Grease Team Facilitators to assist. Hall recommended a monthly Open Jam on the first Friday of each month when the council chambers is available, and a consistent time of 6pm to 8pm so musicians know it is a recurring event. **Motion** by Hall to hold an Open Jam every first Friday in 2020 from 6pm to 8pm; seconded by Neidhardt; carried unanimously.

b. **CAAC Committees** – Brown addressed the need to establish CAAC committees and proposed a First Friday committee to start. Discussion about inviting volunteers from the community to serve on committees as well. Neidhardt recommended this a good topic for the retreat in February. Shaw is retiring as the CAAC's Curator effective 12/31/19.

c. **Facility security procedures** – Hueth spoke to the recent security issues of staff finding someone, on more than one occasion, sleeping under the dais in the council chambers early in the morning. Facility security procedures are being looked at by staff, and in the meantime, the plan is to keep the council chamber double doors locked during the day unless being used for a meeting or event. Concern by concierge volunteers who access the kitchen area, and concerns expressed about the heating of the lobby area. The CAAC should continue to have two members close at all events, and conduct a sweep of the council chambers, back kitchen/restroom areas, and lobby restrooms before locking up. Brown has been issued a key pass to ensure the CAAC has entry to secured areas for after-hour events when Hueth is not available.

7. Public Comments: None.

8. Arts Conversation (open discussion time)

- a. Shaw invited all to Boothill Express playing at Rock Hollow Farms on 10/26/19 at 6pm.
- b. Hall appreciates the permanent and temporary art exhibits at the Civic Center.
- c. Brown proposed the idea of purchasing one of DelaBarre's art pieces for the permanent collection as a way of honoring her service to the City and the CAAC. DelaBarre will term off 12/31/19.

Meeting adjourned at 5pm.

## **Arts Coordinator's Monthly Report ~ 10/21/2019**

**CAAC** – New member, Susan Boudreau, was appointed by the City Council at the 10/14/2019 meeting.

### **Call for Artists:**

“Illuminations” – four entries received to-date; deadline for entries: 12/9/19; jury date: 12/12/19 NOTE: One artist having a challenge with on-line application but it's on her end and I have offered assistance.

“Sunshine Festival Light Installations Volunteer/Artists” – 0 entries received-to-date; deadline for interest: 10/25/19.

**Centennial Plaza (corner of Sequim Ave & Washington by Over the Fence)** – There may be an opportunity for a joint meeting with the Parks Board to discuss improvements to Centennial Plaza. Assistant City Manager Deschenes will advise on further developments. Neidhardt suggested replacing the blacktop as that is a main corner of downtown and it looks awful.

### **Green Room at the band shell:**

Checking with the Sequim City Band to advise them of our desire to spruce up the Green Room for next year's Music in the Park bands. The City Band uses the room frequently.

### **Holiday Ornament project:**

Maggie Hall is working with the school district on getting approval of flyer to distribute through school district; issue about having the school district's disclaimer on our flyer. Deadline for receipt of ornaments: 11/25/19; holiday tree lighting: 12/6/2019.

### **Student Intern for CAAC:**

Applicants out to three prospects (two from the Rotary Interact Club).

### **Pending/Researching:**

- 1% for the Arts – rcvd City of Lynnwood's ordinance (approx. \$2K/year and revising their ordinance).
- Sponsorship program – 10-question SurveyMonkey sent to 16 sponsors (previous/current) on 8/9/19; 5 have responded.
- Grants via ArtsWA and Nat'l Endowment for the Arts.