

MOSCOW ARTS COMMISSION



Lauren McCleary

Regular Meeting
~Agenda~

Megan Cherry

Commission Chair

Staff Liaison

<http://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

Tuesday

City Council Chambers

5:00 PM

January 8, 2019

206 E Third St

Welcome and Attendance

1. Approval Of Moscow Arts Commission December 11, 2018 Minutes (ACTION ITEM)

Documents:

[MINMAC20181211.PDF](#)

2. Public Comment (10 Minutes)

Members of the Public may speak to the Commission regarding matters NOT on the Agenda or currently pending before the Moscow Arts Commission. Please state your name and address for the record and limit your remarks to three minutes.

3. Strategic Planning Update - Jen Pfiffner

Previously brainstormed issues and opportunities ideas have been categorized and crafted into draft issue and opportunity statements for further review and discussion to continue moving the strategic planning process ahead.

4. Third Street Gallery Schedule Approval (ACTION ITEM)

Staff has drafted a schedule for the January and February exhibits at Third Street Gallery with advice from the Committee.

ACTION: Approve the schedule as presented or provide direction to staff as needed.

Documents:

[THIRD STREET GALLERY 2019 SCHEDULE - EXHIBITIONS 1 AND 2.PDF](#)

5. Third Street Gallery Prospectus For Meet The Moscow Arts Commission And The Arts Department (ACTION ITEM)

Staff has drafted a prospectus for the January Third Street Gallery exhibit titled: "Meet the Moscow Arts Commission and the Arts Department."

ACTION: Approve prospectus as presented or provide direction to staff as needed.

Documents:

[PROSPECTUS_MEET THE MAC AND THE ARTS DEPARTMENT.PDF](#)

6. Committee Reports

Reports from Commission committees providing updates on making recommendations for the Commission to vote on as needed.

1. Artwalk / Events
2. Community Outreach
3. Public Art
4. Third Street Gallery

7. Manager's Report

The Arts Program Manager will give a brief update to the events and projects the Arts Department is working on.

- "About Moscow" section in the standard RFQ document

Documents:

[CITY OF MOSCOW DESCRIPTION.PDF](#)

8. Future Meetings And Upcoming Events

1. Third Street Gallery Committee Meeting (third Thursday of the Month) - January 17, 2019 at 10:00 AM in the Mayor's Conference Room
2. Public Art Committee Meeting (fourth Tuesday of the Month) - January 22, 2019 at 4:00 PM in the Mayor's Conference Room
3. MAC Regular Meeting - February 12, 2019 at 5:00 PM in the Council Chambers

Adjourn

NOTICE: Moscow City Council Commission meetings can be televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

MOSCOW ARTS COMMISSION



Lauren McCleary
Commission Chair

~Minutes~

Megan Cherry
Staff Liaison

<http://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

**Tuesday
December 11, 2018**

5:00 PM

**City Council Chambers
206 E Third St**

The meeting was called to order at 5:02 PM

PRESENT: Lauren McCleary Chair, Donna Woolston, Katherine Clancy, Diane Walker, Caitlin Caldwell, Linnea Sheneman,

ABSENT: David Wilson, Matthew Harden, Christine Gilmore Vice Chair, Cindy Barnhart,

ALSO IN ATTENDANCE: Kathryn Bonzo, Council Liaison; Megan Cherry, Staff Liaison; Jen Pffifner, Assistant City Supervisor; DJ Scallorn, Arts Assistant; Susan Hodgins, Poet Laureate

Welcome and Introductions

Chair McCleary called the meeting to order.

1. Approval of Moscow Arts Commission November 13, 2018 Minutes (ACTION ITEM)

Walker moved that the minutes be approved as amended; Caldwell seconded approval of the November 13, 2018 minutes. Motion carried.

2. Public Comment (10 Minutes)

Members of the Public may speak to the Commission regarding matters NOT on the Agenda or currently pending before the Moscow Arts Commission. Please state your name and address for the record and limit your remarks to three minutes.

No public comment.

3. Election of Officers (ACTION ITEM)

At the November 13, 2018 Regular Commission meeting, Lauren McCleary was nominated to continue serving as Chair and Christine Gilmore was nominated to continue serving as Vice Chair.

ACTION: Vote to elect Lauren McCleary as Chair and Christine Gilmore as Vice Chair or provide direction to staff as needed.

Clancy moved to elect McCleary as Chair and Gilmore as Vice Chair. Walker seconded. Vote by Acclamation: Ayes: Six (6). Nays: None. Abstentions: None. Motion carried.

4. Strategic Planning Update – Jen Pffifner (ACTION ITEM)

Previously brainstormed issues and opportunities ideas have been categorized and crafted into draft issue and opportunity statements for further review and discussion to continue moving the strategic planning process ahead.

Pffifner presented a document highlighting draft issue statements.

Advisory and Operational Expectation are Unclear

Better communication is needed to define the different roles of the Commission and staff. Strategies for this issue are to develop a Strategic Plan, Operational Overview, provide regular budget reports, and standard operating procedures for Commission activities.

Lack of Planning and Maintenance for Moscow Public Art Investments

There is no clear policy on how to identify and dedicate space for public art in the Community. Also, there is funding for public art outlined in the 1% ordinance, but there is no maintenance or repair plan or funding in place to protect these investments in public art.

[Bonzo arrived to the meeting]

Goals are to increase the availability of dedicated art spaces in Moscow and to increase the availability of funds for maintenance and repair.

[Sheneman arrive to the meeting]

Discussion ensued regarding how the Commission needs to be included in the planning of projects that include public art components and not just be assigned spaces for art (Example: Third Street Bridge project where the location for public art was selected without input from the Commission).

Art Programming in Moscow

Over the years, the programming has waxed and waned. There is a need for an evaluation on what's been done, what needs to be completed, and what is being done in the community.

Funding Opportunities

The Commission and Arts Department lack a structured approach to fundraising and grant opportunities. McCleary said she would like to look at scholarship opportunities to support existing or new programs or artists.

Public Art Promotion

There is a lack of general marketing and a plan for promotions. Discussion ensued regarding: the need for a mural ordinance, the need for developing an application that would show where to find the public art in the community, recognizing businesses that install art, how to generate more nominations for the Mayor's Arts Awards, having a business sponsor the Gallery receptions, ways to cross promote events, and ways to increase attendance at events.

Others?

Previous discussions highlighted the issues: art for the sake of art and the Gallery. Discussion ensued regarding small installations or pop up exhibits (things that add to the community and are unexpected), things that are for a broad age range, 'random acts of art' that happen where people gather (something downtown in the evening), tying in events with the Prichard Art Gallery, renaming the Gallery with public input, adding a tagline for the Gallery, incorporating City Hall in the Gallery's title, and including art in the Council Chambers.

Pfiffner said she would send an updated draft to the Commission via email.

5. Committee Reports

Artwalk / Events

The call for the cover art has been sent out, submissions are due the end of January 2019, and the selection is early February.

Community Outreach

No update.

Public Art

The Committee requested that an additional Commission member join the group. McCleary volunteered. Discussion ensued regarding the need to change the December meeting (which falls on Christmas Day). The consensus was to meet on December 21st at 10:00 a.m.

Third Street Gallery

Work is progressing on the 2019 schedule and the Committee will begin meeting monthly. Exhibits include:

- January: Meet the Moscow Arts Commission and the Arts Department
- February: Jazz Festival
- March / April: local newspaper photographers

The suggestion has been made to limit the Gallery to six exhibits a year with the possibility of having two exhibits at the same time on different floors.

Cherry presented a document prospectus developed for the January “Meet the MAC and Arts Department” exhibit. This will feature art created by the Commission and Arts Department staff, a bio, and responses to questions.

6. Manager’s Report

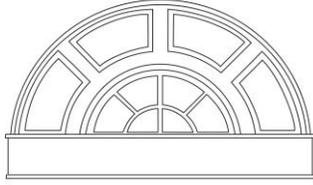
Cherry reported that she has been learning about the programs and events.

7. Future Meetings And Upcoming Events

1. Public Art Committee Meeting (fourth Tuesday of the Month) - December 21, 2018 at 10:00 AM in the Mayor's Conference Room
2. MAC Regular Meeting - January 8, 2018 at 5:00 PM in the Council Chambers

Adjourn

The meeting adjourned at 6:27 PM



Third Street Gallery

206 East Third Street • Moscow City Hall

January 2019 – January 2020 Schedule

Exhibition #1 Meet the MAC and Arts Department - 1st, 2nd and 3rd Floors

December 20	5pm	Submission Deadline
January 7	8am-5pm	Artwork Drop Off
January 8	5pm	Exhibition Prospectus goes to MAC
January 7 - 9		Installation
Jan 10 - Feb 1		Exhibition: Gallery Hours 8am-5pm M-F
January 31	5pm-7 pm	Closing Reception
January 31	6pm	Speaker: Megan Cherry and MAC Members
February 4	8am-5pm	Load out and Artwork Pick Up

Exhibition Sponsor: N/A

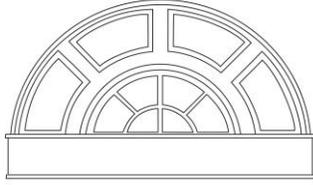
Participants/Artwork: MAC + Arts Dept. Staff

Exhibition #2 Lionel Hampton Jazz Festival - 1st, 2nd and 3rd Floors

January 8	5pm	Exhibition Prospectus goes to MAC
February 5	9am-12pm	Artwork Pick Up at Jazz Fest Office
February 5 - 7		Installation at Third Street Gallery
Feb 7 - Mar 8		Exhibition: Gallery Hours 8am-5pm M-F
February 7	5pm-7pm	Opening Reception at Third Street Gallery
February 7	6pm	Speaker: Josh Skinner in City Council Chambers
February 15	Time TBD	Opening at Chamber of Commerce - Jazz Fest Posters, Kathryn Bonzo's Students' Art - Items from U of I Special Collections - 2019 Jazz Fest Poster Unveiling
March 11 - 12		Load out at Third Street Gallery and Drop off posters at Jazz Fest Office

Exhibition Sponsor: N/A

Third Street Gallery Participants/Artwork: 1984 - present Jazz Festival Posters



Third Street Gallery

206 East Third Street • Moscow City Hall

Meet the Moscow Arts Commission and the Arts Department • an exhibition of artworks by the City of Moscow Arts Team •

Exhibition: January 10, 2019 - February 1, 2019

Closing Reception: January 31, 2019 from 5:00pm to 7:00pm

The reception will feature a talk by Megan Cherry, City of Moscow Arts Program Manager along with a panel discussion with current Arts Commissioners offering insight into public service in the arts.

Artist talk and Panel Discussion at 6pm in the Council Chambers at Moscow City Hall

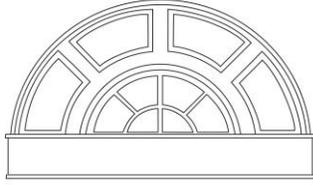
Dear Arts Commissioners and Arts Department Staff,

You are invited to participate in an exhibition featuring the City of Moscow's dedicated team of arts advocates. Many of those who serve the arts are makers, musicians, dancers, and artists of all kinds, and this show is an opportunity to highlight the wealth of creative spirit that drives the City's Arts programs.

The Third Street Gallery's January show celebrates the multi-faceted perspectives and talents of those who serve on the Moscow Arts Commission. Public service is instrumental in keeping the arts at the center of the community, and is a rewarding experience for those with passion and expertise to share. This exhibition celebrates the service of Moscow's current Arts Commissioners, and aims to inspire others from the community to join the commission. Also featured are the city staff members from the Arts Department. DJ Scallorn, a long-serving member of the city staff, will show her photographs and Megan Cherry, the City of Moscow's new Arts Program Manager, will show a series of sculptures and speak during the closing reception. A panel discussion with current Arts Commissioners will offer insight into the experience of public service in the arts.

Please consider participating, even if your work is not the type that typically appears in a gallery. For example, if your creative discipline is music or dance, perhaps a photo of yourself in a performance setting would be a good inclusion for the show. For those whose work is in the visual arts, please consider showing any pieces or series that you are excited to share with the community. Email photos and dimensions of work you'd like to show, along with any special installation requirements by 5pm on Thursday, December 20th.

Thanks for being on the team, and for considering participation in this show!



Third Street Gallery

206 East Third Street • Moscow City Hall

Exhibition Materials

Along with visual art, this exhibition highlights commissioners' and staff members' responses to several questions. This is intended to give the community a sense of what is important to each Moscow Arts team member. Please provide the following:

1. Biography and Headshot

- 1-3 sentence biography describing your life's involvement in the arts
- Headshot in .jpeg, .png, or .gif format, at least 1200 pixels on the longest side.

2. Description of Involvement:

- Current and/or former occupation
- Type and length of service to Moscow Arts Program

3. Choose and respond to one of the following:

- What drives your passion for public service to the arts community?
- What are the urgent tasks of the Moscow Arts Program/Arts Commission?
- Why is public art or city arts programming essential to the health of a community?

4. Pick 4 of the following prompts and write brief, focused answers.

- Proudest achievement . . .
- Claim to fame . . .
- Passions . . .
- Words to live by . . .
- Can often be seen . . .
- In my spare time . . .
- Best job is/was . . .

Important Dates

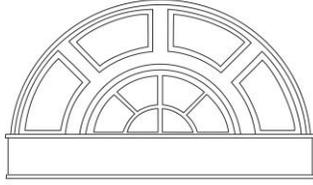
Thursday, December 20 Email images of artwork, dimensions, and display needs to:
DJ Scallorn at dscallorn@ci.moscow.id.us

Thursday, December 20 Email biography, answers to prompts, and headshot to:
DJ Scallorn at dscallorn@ci.moscow.id.us

Monday, January 7
8am - 5pm Deliver Artwork and Completed Loan Agreement

Thursday, January 31 Closing Reception with the following speakers:
5pm - 7pm Arts Program Manager Megan Cherry at 6:00pm
Arts Commission Panel Discussion at 6:15pm

Monday, February 4 Artwork Pickup
8am - 5pm



Third Street Gallery

206 East Third Street • Moscow City Hall

Submission and Presentation Requirements

HARDWARE FOR WALL-HUNG PIECES

The Third Street Gallery is located in an historic building, and as such the gallery hanging system is designed to preserve the integrity of the architecture. Generally speaking, the best presentation method is a hanging wire securely attached to the back of the piece. Because Third Street Gallery curators cannot make holes in the historic plaster gallery walls, no sawtooth hangers or French cleats are accepted. Lighter weight pieces of 2 pounds or less can be hung using high-quality Command™ adhesive picture hanging strips. Pieces that are large or excessively heavy may be shown in this space, but require special accommodations. Gallery staff will make every effort to include work with unusual presentation needs, so please contact us with any questions about special hanging requirements.

PEDESTALS AND DISPLAY CABINETS

There are a variety of options for displaying three-dimensional artworks, including secure, locking cabinets with glass panels. There are also pedestals that can be used either as a flat top for digital displays or with secure Plexiglas vitrines. Larger sculptural works are welcome, but it is best to contact gallery staff to make arrangements for display of such works.

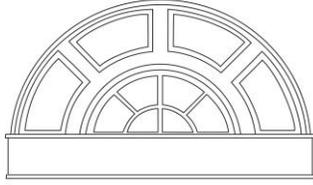
LOAN AGREEMENT

All artists participating in Third Street Gallery exhibitions are asked to complete a loan agreement to be delivered at the time of artwork drop-off. This is required for gallery records as well as for insurance on the artwork.

ARTWORK LABELING

Please bring artwork to the gallery with a label firmly affixed to the back or bottom of each piece. The label should correspond with the information on the loan agreement and contain the following:

- Artist Name
- Artwork Title
- Medium and Date



Third Street Gallery

206 East Third Street • Moscow City Hall

About the Third Street Gallery

The Third Street Gallery is located inside the Moscow City Hall, and features artwork presentation locations on the first, second, and third floors as well as on the staircase walls between floors. The building was designed in 1911 by architect James Knox Taylor, and was formerly called the Moscow Federal Building. Entered in National Register of Historic Places in 1973 as a Second Renaissance Revival brick building, the structure now houses essential City offices and meeting spaces such as the City Council Chambers. The Third Street Gallery is an important part of this building, as it provides a space for art in the heart of downtown Moscow.

Artistic direction for the Third Street Gallery is crafted collaboratively by City of Moscow Arts Department Staff and members of the Moscow Arts Commission. Because the Third Street gallery is in a public, family-oriented space, the Moscow Arts Commission and Arts Department staff reserve the right to review all submissions to determine the suitability of the artwork shown.

Contact Information for Third Street Gallery Staff

DJ Scallorn, Administrative Specialist

dscallorn@ci.moscow.id.us

208.883.7000 ext. 7204

Megan Cherry, Arts Program Manager

mcherry@ci.mosow.id.us

208.883.7036

The following paragraph is the existing City of Moscow description that is typically posted in the Public Art RFQ documents. Do you have any ideas for additional information to be added to this description? If so, please bring your suggestions to the next MAC meeting. Thank you!

CITY OF MOSCOW

Home to the University of Idaho and its historic thirteen hundred fifty (1350) acre campus, Moscow is a thriving community (population approximately twenty four thousand [24,000]) nestled into picturesque farmland of rolling hills, known as the Palouse. This quaint corner of America, straddling borders of Idaho and Washington, is one of the world's most fertile dry-land wheat-growing regions. It also ships out millions of pounds of peas and lentils each year to Europe, South America and the Middle East. Native peoples fished the region's rivers for salmon and eel and dug the rich volcanic soil for edible camas roots. Pioneering farmers homesteaded the Palouse in the 1870s. Culturally and artistically diverse, Moscow is warmly referred to as the Heart of the Arts, and is consistently ranked as one of 'The 100 Best Small Art Towns in America.' National Geographic featured the Palouse in its cover story "A Paradise Called the Palouse," and in a second cover story for Traveler Magazine "50 Places of a Lifetime."