

**CITY OF RALEIGH ARTS COMMISSION**

**Tuesday, July 8, 2014**

**5:30 p.m., Room 303**

Present: Chanda Branch, Laurent de Comarmond, Jason Craighead, Gene Davis, Linda Dallas, Clyde Lundy, Andy Martin, Nancy Novell, Sarah Powers, Joanne Sullivan and Stan Williams

Absent: Joe Cebina

Staff: Jerry Bolas, Executive Director, Office of Raleigh Arts  
Kim Kittner, Superintendent, Business Process Management, Parks, Recreation and Cultural Resources Department  
Scott Payne, Assistant Director, Parks, Recreation and Cultural Resources Department

**Call to Order**

Chair Clyde Lundy called the meeting to order at 5:35 p.m.

**Welcome and Introductions**

Chair Lundy welcomed new Commissioner Stan Williams and invited him to introduce himself to the group. Commissioners and staff then introduced themselves. It was also noted that Joanne Casey had married since the last meeting and is now Joanne Sullivan.

**Revision to Agenda**

The meeting moved to the foyer of the Raleigh Municipal Building for a group photograph, after which the meeting returned to Room 303.

**Approval of May 13 and June 10 Minutes**

Chair Lundy invited review of the minutes of both the May 13 and June 10 meetings. It was moved and seconded that the May 13 minutes be approved as presented, and the motion passed unanimously. It then moved and seconded that the June 10 minutes be approved as presented, and the motion passed unanimously.

**Discussion Items**

**Raleigh Arts Plan Update**

Jerry Bolas reported that on June 17 City Council approved the scope of work and contract amount with the Cultural Planning Group (CPG), and contract routing through City departments is in process, expecting that work will officially begin in mid-July. The project team has a pre-contract phone conference with CPG on July 2 and will conduct another on July 18.

The project team is currently working on the Steering Committee, a communications plan, and an agenda for the first site visit. The first opportunity for City Council to appoint the Steering Committee is August 5. Commissioners were pooled to determine if a joint meeting with the Public Art and Design Board could be scheduled during CPG's site visit, and was general agreement that a meeting could be convened Tuesday, August 19, at 5:30.

Continuing with the schedule, in September volunteers will be needed to undertake intercept surveys at various arts events like the African American Cultural Festival. Public meetings will be convened in October to gather input from users and non-users. One set of meetings, the Festival of Ideas, will be conducted in a “town hall” format, probably over two or three evenings. “Community Conversations” will implement a small group approach used successfully by CPG elsewhere, which will involve informal discussions at Raleigh CACs, church groups, the art centers, etc. Steering Committee members would both host and participate in Community Conversations.

In the fall and early winter, in addition to public input, CPG will gather a variety of data to determine audience and user numbers, etc. During early spring CPG will draft a report and solicit both public and staff feedback. In late spring/early summer the CPG will draft the final report

Jerry outlined the Plan’s leadership structure. Cassie Schumacher-Georgopoulos, Senior Planner in the Parks, Recreation and Cultural Resources Department will team with Jerry as co-project manager for the Arts Plan. The Core Team includes Raleigh Arts staff, Grant Meacci (Planning and Design Manager, Urban Design Center), and Jim Lavery (General Manager, Duke Energy Performing Arts Center). The Core Team will work directly with the consultants to review and prepare documents and planning activities for public participation.

The Staff Resource Team includes representatives of various City departments who will review documents and assist in outreach. Diane Sauer, Scott Payne, and Stephen Bentley, from the Parks, Recreation and Cultural Resources Department will serve, as will others from Public Works, Planning, and Economic Development.

The Steering Committee will comprise about twenty-to-two dozen stakeholders drawn from the arts and from the broader community. Commissioners had already received via email a list of categories for representation on the Steering Committee – which will include representatives of both the Commission and the PADB – and a draft Steering Committee job description, which notes that members will serve as “advisors, a ‘think tank,’ ambassadors and advocates for the planning effort.” Jerry reported that CPG had advised that the Committee include representatives from outside the arts community to enable broader participation in public events and broader perspective in the Committee. Challenges to forming a good Committee include giving voice to those who may be under-represented in the arts community as well as representing Raleigh’s rapidly changing demographics.

Jerry also noted that there will be many pathways to participation in the arts planning process, including one-on-one interviews, focus group discussions led by CPG, and Community Conversations organized by volunteers.

Chair Lundy reported that he was giving thought to the question of who should serve as Commission representative on the Steering Committee, and asked Commissioners to forward suggestions to Jerry by the end of the week.

### *Committee & Board Reports*

#### **Executive Committee**

Chair Lundy noted that it was time to appoint new committees and asked Commissioners to let him know of their preferences. He also reported that work had started on the Commission's work plan, which would probably be presented to City Council at the same time as the Public Art and Design Board's work plan.

### **Advocacy & Communications:**

Andy Martin reported that the Medal of Arts ceremony is set for Tuesday, October 28<sup>th</sup> at 7 p.m. Volunteers will be needed to greet and welcome guests. Staff is busy planning the ceremony and will start filming tributes next week. The Piedmont Laureate program is going great! Carrie Knowles has been busy with workshops and readings throughout the four-county area of the partners. The next 2015 Piedmont Laureate genre will be Speculative Fiction and the applications will go out in early August. The Arts Office has been meeting with the GRCVB, United Arts Council and Classical Voice of North Carolina to continue to evolve and improve the arts calendar. The Pullen and Sertoma Arts Centers are busy with summer classes, Art-4-Fun Camps and workshops, and serving an increasing number of patrons.

### **Art, Education and Collections Committee**

Sarah Powers reported that the AEC Committee did not meet in June.

### **Grants Committee**

In Joe Cebina's absence, Jerry Bolas reported that all grant applicants had received official notification of their grant awards right after Council approved City's FY15 budget. Regarding the grant contracts, changes recommended in Internal Audit report have been made, the contracts have been approved by City Attorney's Office, and contracts should go out this Friday. The Grants Committee wrap-up meeting is scheduled for Wednesday, July 9 at 4:30p.m.

As a capacity building initiative, the Arts Office and the United Arts Council of Raleigh and Wake County partnered on a grant-writing workshop for funded organizations taught by Piedmont Laureate Carrie. Nineteen people attended the workshops, and with over 90% judging it beneficial and warranting recommendation to others if held again in the future.

The grants program has obtained informational booths at the African American Cultural Festival over Labor Day Weekend and La Fiesta del Pueblo on Sunday, September 21. In addition to offering information about the Office of Raleigh Arts at the booths, arts partners will be invited to help at booths and distribute information about their programming. For example, last year, Arts Together recruited five new students at our Fiesta del Pueblo booth. This year staff from our department's ESL program (English as a Second Language) will help with the Fiesta del Pueblo booth by providing bilingual staff/volunteers, information about the ESL program, and activities and takeaways for festival attendees. The booths are also potential sites for Arts Plan intercept surveys.

### **Public Art & Design Board**

Laurent de Comarmond reported that the PADB approved \$204,000 of half-percent for art funds for various projects including Moore Square. These funds bring the total managed by the Board to almost \$1 million. The Board approved a revision to the by-laws establishing a liaison appointment from the Arts Commission. The Artist Selection Panel for Fire Station 12 will meet tomorrow and recommend the artist selected at the next PADB meeting.

**Executive Director Report**

Jerry Bolas acknowledged City Council’s reappointment of Chair Lundy to the Arts Commission and thanked him for his continuing leadership. Jerry reported that Sharon Coleman-Bullock has retired from service as the Office of Raleigh Arts’ administrative assistant. The job will be posted in the next few days. Lastly, Jerry reminded Commissioners of the Block Gallery opening on Thursday evening, July 17.

Scott Payne reported that July is Parks and Recreation month and described the Department’s “TagURit” contest celebrating Parks and Recreation month. He circulated the Department’s new Annual Report, which features on its cover the public art at the Wilders Grove Solid Waste Facility, and observed that the report had been reorganized to reflect City Council’s strategic themes.

Scott explained next steps in process of bringing the Parks Bond to public vote in November. He noted that included in the \$91.77 million is \$6 million for renovations or new construction at the Pullen Arts Center. The bond package must be reviewed and approved by the North Carolina Local Government Commission. A public hearing is scheduled for the City Council meeting on July 15. Presuming that the bond will forward for vote in November, an Education and Advocacy Committee will be formed. This committee will comprise community volunteers who will join with staff in making educational presentations to community groups. Staff will present facts about the projects and projected tax increase of 1.72 cents, while volunteers will advocate for passage. The general engagement process will also include extensive use of social media.

**Public Comments**

None

**New/Other Business**

With no further business or discussion, the meeting adjourned at 6:42 pm

Submitted by Jerry Bolas