

**Urbandale Public Arts Committee
Annual Planning Meeting Minutes
February 11, 2021**

I. Call to Order - Character Counts Statement: Mindy read the Character Counts Statement as follows:

Urbandale is a national leader in CHARACTER COUNTS! endeavoring at all times to promote and model the principles of trustworthiness, respect, responsibility, fairness, caring, and citizenship. In conducting this afternoon's meeting, we expect that all participants will act in a respectful manner consistent with these principles.

II: Roll Call

Present: Rob Hilbert, Mindy Sauer, Carol Holmquist, Terri Steinke, Susan Rhodes, Doug Adamson, Jim Reese

Absent: Cate Newberg

Advisory: Jan Herke, Bruce Bernard

III: Consent Agenda

- A. Approval of Previous Meeting Minutes: Carol moved to approve January 2021 minutes. Terri seconded. Motion passed.
- B. Approval of Financial Report: Susan moved to approve. Carol seconded. Motion passed.

IV. Director's Report – Jan Herke, Urbandale Director of Parks and Recreation

- A. Update on Paul Burkett Memorial paver: Jan talked to Mary Burkett and got a quote of Paul's to have engraved on a paver at the Memorial Tree Park. It will be engraved in the spring and added at that time.
- B. Status of 2021-22 Public Art Budget Request – General Fund: Jan submitted the same request as last year (\$14,000). This does include community murals.
- C. Relationship with the Library Art Gallery: There is a new director at the library. We need to determine what our relationship is with the gallery. Susan and Mindy are not getting emails about meetings, if they are having them. Susan recalled that we were to be more of a liaison to communicate to the PAC about events and activities. Mindy though they had things covered on their end but mostly need help with Art Day, setting up artists and volunteers for events. Carol relayed they had a good system for art displays and it could be that we just get minutes. Jim asked if we were told what the PAC's \$1000 was going for so we will look into that.
- D. Story Walk with the Library: Public Art may be one of their stories.

V. Reports/Updates

- A. Openings on the Urbandale Public Art Committee: Susan has a neighbor that may be applying. Jan will see about putting out a link on social media to see if we can get more applicants. Rob suggested reaching out to the businesses that gave us input for the Douglas Interchange (Home-makers and Continental Western).
- B. Walnut Creek Regional Park Community RFQ: We had talked about commissioning a piece, so Jan put together an RFQ and submit it for approval. As a group we decided on \$40,000. Rob was wondering about the timeline for presentations and feedback and the artist getting materials etc.

We reviewed the timeline and it will work for getting public feedback. We will probably need to use CIP funds for footings as well so keep that in mind. Jan will note it in the commission memo. There was a vote to approve \$42,000 for the project (\$40,000 for the artist chosen and \$1000 for each of the other two finalists). Rob moved, Jim seconded. Motion passed.

C. Splash Art

- a. Remaining budget and scope of work: We have funds and a lot of project to do when the weather is better.
- b. Work to be done – volunteers: Cate suggested we meet as a group and work on projects. Terri will do more butterfly wings and needs to clear coat a fence. We will also need to clear coat picnic tables. Various PAC members have volunteered to do splash art as well.
- c. Work to be done for hire: There may be some things we will need to hire out and Jan suggested we do this so that we can complete some projects. \$175 for manholes, \$250 for the larger ones at the Memorial Tree Park, \$750 each for the 2 tunnels (hire Cate and maybe Buck). Terri suggested we ask the Art Gallery for suggestions for artists. Rob moved to hire out the above projects and Susan seconded. Motion passed.

Jan will update the project list and send it back out to all of us. We will decide at the next meeting on the day for us all to get together to work on projects.

VI. New or Other Business

Carol moved to adjourn and Doug seconded. Motion passed and meeting adjourned.

Next Meeting: March 11, 2021

Other Items on Deck or on Hold:

- *Mural*
- *High School Student Representative*
- *Strategic Plan Review/Check-In*