



# Minutes

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## Public Art Committee

**Meeting Date:** November 10, 2016  
**Meeting Time:** 10:00 a.m.  
**Location:** Town Hall, Committee Room  
**Prepared by:** Karen Hilgendorf, Executive Assistant

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### **A. Call to Order**

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Chair, Barbara Hector called the meeting to order at 10:00 a.m. with all members in attendance.

#### **Approval of Agenda**

Moved by: Hazel Milne                      Seconded by: Peter Tollefsen

THAT the Agenda of November 10, 2016 be approved as circulated, including any items added to the Agenda, Carried

Declaration of pecuniary interest with any matter listed on the Agenda.  
None declared.

#### **Previous Minutes**

Moved by: Peter Tollefsen                      Seconded by: Yvonne Hamlin

THAT the Public Art Committee minutes of the October 10, 2016 meeting be adopted as circulated, including any revisions to be made. Carried.

### **B. New and Unfinished Business**

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#### **B.1 Municipal Art Program**

- Brochure – Call for Artists' Submission

The committee reviewed draft versions of the brochure being produced in-house for MAP 2017 submissions, as prepared by Karen. Suggested changes will be made and committee members will be notified when copies are ready for pickup and distribution. Before making the 250 color copies, the printer who produces the MAP brochure will be contacted to secure input regarding the technical language and references used in the submission brochure so that artists are clear on how to electronically submit their information and images correctly the first time. The intent is to improve efficiency in the submission process. A copy of the final brochure will be emailed to committee members for their use in their email communication to promote MAP 2017, communicate the submission process and note the annual February 28 deadline.

A suggestion was made to include a reminder in the submission brochure to reference that no “wet paintings” will be accepted. It was suggested this would be better communicated following the jury results, at time of notification/acceptance.

The Call for Artists’ Submission brochure will be posted to the website and included in the weekly email blasts. The brochure will be included in an email to past and present MAP participants.

- Timeline – 2017

- January 5 - Committee Meeting - Policy Review & MAP planning
- February 2 - Committee Meeting - MAP events & Exhibit planning
- March 2 - Committee Meeting
  - Jury Day March 2- Chair – Peter
  - COW Report due - 9 a.m., March 7 - Peter
  - COW Meeting – March 13, 2017 - Peter
  - Council Meeting March 27 - Peter
- April 6 - Committee Meeting
  - MAP Events
  - Notify artists of Jury results & events
  - MAP Brochure produced
  - Event and exhibit planning
- May 4 - Committee Meeting
  - Artists’ Appreciation Event
  - Receive incoming art – May 4
  - Process outgoing art – May 4
  - MAP Exhibit – May 4/5
  - MAP Install – May 5
- June 1 - Committee Meeting - MAP Event and Exhibit Debrief
- July - No Meeting
- August - No Meeting
- September 7 - Committee Meeting – Policy Review
- October 5 - Committee Meeting – Policy Review
- November 2 - Committee Meeting
  - MAP 2018
  - Call for Artists’ Submission Brochure
- December 7 - Committee Meeting - MAP 2018

## B.2 Public Art Policy Review

In the interest of time, this item was deferred for review at a later meetings; December and January were suggested. A copy of the policy, identifying suggested changes to date, was distributed to committee members for their information and reference. The Committee's intent is to review the policy and present recommendations for revision during their 4 year term on the Public Art Committee.

## B.3 Additions to the Agenda

### B.3.1 Canada's 150<sup>th</sup> Birthday

At the suggestion of Hazel, the committee discussed ideas to recognize and celebrate the country's 150<sup>th</sup> birthday possibly through an art or celebration theme. It was suggested to include in the Artists' Call for Submission brochure the reference, "In recognition of Canada's 150<sup>th</sup> birthday celebration, we invite artists to consider a Canadian Theme." Karen will revise the brochure to incorporate same and provide the committee with the revised draft. It was suggested the MAP events in May could follow a 150<sup>th</sup> birthday theme.

## C. Adjournment & Next Meeting

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Moved by: Peter Tollefsen      Seconded by: Yvonne Hamlin

THAT this meeting does now adjourn at 12:00 p.m. to meet again on Thursday, December 1, 2016, or at the call of the Chair. Carried.