

Brookings Public Arts Commission
February 14, 2019 Minutes

The Brookings Public Arts Commission met on Thursday, February 14 2019 at 12:00 pm at the Brookings City & County Government Center, 3rd floor Community room, with the following members present: Lynn Verschoor, Kate Treiber, Darla Biel, Trayce Meyer, Jamison Lamp. Absent: Tim Steele, Jean Jostad and Linda Purrington. City Liaison's Stacy Claussen & Dan Brettschneider, City Manager Paul Briseno and CFO Erick Rangel were also present at the meeting.

Chairperson Biel called the meeting to order at 12:00 p.m.

Introductions: The Brookings Public Arts Commission will now be under the Parks and Recreation Department. Chairperson Biel requested us to go around the room and introduce ourselves and our roles in the Public Arts Commission Board.

Agenda – Chairperson Biel recommended changing the wording of #4 Agenda item from approve to update. A motion was made by Treiber, seconded by Lamp to approve the agenda with the changes. All present voted yes; motion carried.

Minutes – Treiber made a motion, seconded by Verschoor to approve the November Minutes. Due to the change in structure there were no minutes to be found for the December meeting.

Updates regarding temporary installation ideas, strategy and schedule. Discussion took place at the December meeting regarding Artist, Garth Britzman as a candidate. Following the meeting Lamp reached out to Garth providing information to him regarding the project.

Public Arts Concept:

- Verschoor introduced to the group a few call for entry (RFP) examples made for similar public art projects. She offered her concern regarding picking just one artist versus putting out a call for entry and offering the opportunity for all artists to bid on the project.
- Biel asked questions regarding City of Brookings policies and procedures for the RFP process.
- Briseno offered information to the group regarding city RFP policies and procedures. He told the group depending on the dollar amount of the project there are different steps to be taken.
- Dan mentioned the Public Arts Commission setting a regarding RFP dollar amounts.
- Meyer told the group Garth may have been a quick decision. Verschoor suggested and was unanimous by the group to make a call to Garth asking for more information regarding what type of project, where, safety issues, etc.

The group concluded the discussion with a recommendation to set limits to: Limited sell of \$25,000 and Direct Sell of \$10,000. A motion was made by Meyer, seconded by Treiber to accept the set limits of the above recommendation. The motion passed unanimously.

Update on Public Arts Guidelines:

- The final draft is of the guidelines is missing. The goal is to have them located by the next meeting so we can make any changes needed and adopt by the end of March.
- Paul asked the group to change wording in the guidelines from the commission will direct to the commission will recommend.

Permanent and temporary installation discussion:

- Dan mentioned to the group working closely with the Park and Recreation Department on location of permanent and temporary art. Adding into consideration of safety, maintenance, etc.

- Verschoor mentioned the consideration of plants, stands, mowing, safety, insurance etc. She highly recommended a thorough review of all aspects before making any decisions. Focus on the importance of setting policies.
- Treiber also mentioned the responsibility of updates and upkeep.
- Different fun project ideas were also discussed. Snow plows, drain covers, etc.

Announcements/Calendar/Correspondence

- Biel mentioned adding Garth Britzman to old business for the next meeting for discussion.
- Biel also recommends setting a final annual budget and spending after hearing from the City's CFO Rangel regarding the Public Arts budget.

Next Agenda Items:

- Budget information given by CFO Rangel.
- Contact Garth Britzman for more information.
- Final changes to guidelines.

Meeting adjourned at 1:00 p.m.

Submitted by Stacy Claussen