

APPROVED MINUTES
PUBLIC ARTS COMMITTEE
CITY OF MILPITAS

Minutes: Meeting of the Public Art Committee (PAC)
Date of Meeting: Monday, July 23, 2007
Place of Meeting: Milpitas City Hall, 455 E. Calaveras Blvd., Committee Conference Room

I. Call to Order Chairperson Foulk called the Meeting to Order at 7:01 p.m.

II. Pledge of Allegiance Chairperson Foulk led the Committee in the Pledge of Allegiance.

III. Roll Call Committee Members Present: Butler, Cherry, Ettinger, Foulk, Hays (7:02pm),
Lawson, McGuire, Moss, Rabe, Voellger, and Alternate Tsuei

Committee Members Absent: Asif

City Staff Present: Economic Development Manager, Diana Whitecar, Public
Services Assistant, Tirzah Cedillo

City Council Liaison Absent: Council Member Giordano

IV. Seating of Alternates None.

V. Approval of Agenda **MOTION** to approve the agenda dated July 23, 2007.
M/S: Ettinger/Voellger Ayes: All

VI. Approval of Minutes **MOTION** to approve minutes dated May 21, 2007.
M/S: Foulk/Cherry Ayes: All

VII. Public Forum None.

VIII. Announcements/Correspondence

1. Resignation Letter from Mareile-Angy Ogle

Ms. Whitecar announced that Committee Member Mareile-Angy Ogle has
formerly submitted a letter of resignation effective immediately. She would
provide a copy of the resignation letter at a later date.

MOTION to accept Mareile-Angy Ogle's letter of resignation and acknowledge
her contributions to the Public Art Committee.

M/S: Hays/Voellger Ayes: Butler, Cherry, Ettinger,
Foulk, Lawson, McGuire,
Moss, Voellger, Alternate
Tsuei
Abstain: Rabe

IX. Old Business

1. Library Art

Chairperson Foulk introduced Ms. Lynne Baer, the proposed Art Advisor, and
that she is in attendance to receive further direction on soliciting artists for the
Library Plaza and Tower.

Ms. Whitecar provided copies of the changes of the Scope of Work with the
changes requested in at the July 16th meeting.

Ms. Baer confirmed that the ten meetings listed in the Scope of Work at the cost
of \$30,000.00 include 7:00pm meetings with the Public Art Committee, City

Council, Library meetings (city agencies) and with artists. If there should be more meetings than ten, it would be considered outside the Scope of Work.

MOTION to recommend to City Council to go into contract with Ms. Lynne Baer as stated in Exhibit "A" Scope of Work and Exhibit "B" Fee Schedule with change of verbiage to reflect 'various city agencies.'

M/S: Cherry/Voellger Ayes: All

Ms. Lynne Baer stated the Library Art time line is as follows:

- 8/1/07 - List of specific artists names & contact information that the Committee Members recommend for the projects
- Week of 9/4/07 - Present 10-12 artists to the Public Art Committee
- 9/6/07 - 'Special' Public Art Committee Meeting
- Week of 9/17/07 - Artists to visit Library site
- Week of 10/15/07- Proposals due
- 10/16/07 - Public Art Reception
- Week of 11/15/07- Final artist approval & selection

Ms. Baer recommended to make the artist selection approval process shorter to hold a public reception for the artists, receive public review, public inspection and public questions of the art on display. Committee Member Moss asked to contact the Library Committee to receive their input for guidance. Chairperson Foulk agreed that the Library Committee should come to our next meeting. Committee Member Voellger stated the PAC should come up with more ways for the public to respond with their comments. Ms. Whitecar responded she could put the artists display on the Milpitas television channel 15. Committee Member Rabe suggested to put the art displays in the glass cabinet in the City Hall lobby. Ms. Whitecar stated there are two public events scheduled on 11/16/07 for the Community Band Concert and 11/11/07 for the Veteran's Day Ceremony that the public could also view the art. Ms. Lynne Baer added sometimes the artists have fellowships and cannot attend several events. Committee Member Rabe stated should PAC hold an artists reception where would the budget come from. Ms. Whitecar responded the monies would come from the PAC Capitol Improvement Fund. Committee Member Cherry suggested to contact the Milpitas Alliance for the Arts to pay and host the reception. Ms. Baer added that the PAC should advertise the artist's public reception during the Arts Day Event.

MOTION to have a 'special' Public Art Committee meeting scheduled for Thursday, September 6th, 2007 from 6:00pm-8:00pm.

M/S: Voellger/Rabe Ayes: All

Committee Member Cherry asked are both the Library Plaza and Tower going to be done at the same time because the Engineering Staff stated from the July 16th meeting that there are structural problems. Ms. Whitecar responded the steel structure for the Tower doesn't have the strength to hold anything heavy. The Construction Manager stated anything hung would need structural support. She suggested that Ms. Baer ask the Construction Team when she meets with them about other possible public art locations, outside, exterior plaza, tower, and any other areas. Committee Member Cherry proposed to have both the Library Plaza and Tower projects done at the same time. Ms. Baer responded she needs a better idea of the size of the public art spaces because the \$30,000.00 budget for the tower is a small budget. She stated that she wants to meet with Mr. David Schnee, Architect of Group 4 Architecture to get a better idea of the project. Committee Member Cherry stated that the Public Art Committee needs to make a decision if the \$30,000.00 budget should be adjusted, and Ms. Baer

needs to meet with Mr. Schnee, Architect of Group 4 Architecture. Ms. Whitecar stated \$400,000.00 in budget now, and \$250,000.00 over the next two years. Chairperson Foulk stated it's a consensus that the Committee wants to increase the budget for the Tower after Ms. Baer meets with Mr. Schnee, Architect of Group 4 Architecture. Ms. Baer stated the Tower is a tall piece so you would want to make a great presence. The budget currently is at:

Outside	\$100,000.00
Foundation	\$20,000.00
Inside/Tower	<u>\$30,000.00</u>
	<u>\$150,000.00</u>

Ms. Whitecar stated she would contact Mr. Schnee, Architect of Group 4 Architecture and make an appointment for Ms. Baer to meet. Ms. Baer stated in 1-2 weeks she would meet with Mr. Schnee to understand about the tower and get two art pieces outside. She added that PAC should announce and handout invitations of the artists reception at the Arts Day event. Committee Member Cherry suggested to have the artists reception on the City Council agenda and state PAC would be back after four weeks with recommendation. Committee Member Hays stated the Chamber of Commerce would do a mixer with the Public Art Committee to hold a reception with a 'special' invitation with the Rotary to get more people to fulfill our job to publicize. Ms. Whitecar asked would the Public Art Committee and the Milpitas Alliance for the Arts hold the artist's reception or by the City of Milpitas. Committee Member Hays and Tsuei asked could we do the artists reception as a joint venture. Ms. Whitecar suggested focusing on a business mixer for networking where the City hosts and the City could help businesses. The City could be as an art partner to the Public Art Committee. She wants to speak to the City Manager, Mr. Tom Williams. Committee Member McGuire stated she wouldn't want the Chamber of Commerce involved as hosting the reception, only invited as a guest. Committee Member Cherry stated at the Arts Day event the Committee should invite people to come to the artists' reception. It's very important to outreach to the community.

MOTION to hold artist reception hosted by the City of Milpitas and the Public Art Committee in the City Hall rotunda on October 16th, 2007 and invite all clubs, groups in the community.

M/S: Rabe/Cherry Ayes: All

Ms. Whitecar stated she would have the artist reception invitation printed in the Milpitas Post, on the City's Website, and on the City's marquee.

MOTION to add another \$7,500.00 for the Library Tower proposals and to be flexible with both the inside/outside art.

M/S: Voellger/Cherry Ayes: All

2. Cookbook

Chairperson Foulk stated the Public Art Committee has to make decisions necessary to complete the Cookbook. The suggested topics to discuss are:

- Recipe status
- Cover selection
- Cookbook fillers and ideas for additional cooking tips or information to support the recipes.
- List next steps and responsibilities

Committee Member Rabe stated the number of cookbook ordered to date is 69. She's requested to receive the official categories to sort the recipes. Vice Chairperson Lawson responded that she would write down the categories. She also stated that the cover selection has been completed by a friend of Mr. Bob

Burrill, Ms. Lynn Rodgers has done the cover art. She's suggested to have printed inside the cookbook; Cover design by and list the artist's name. She's also stated regarding the cookbook fillers we get 8 free pages that are called 'personal pages' which has been suggested to use for: title, table of contents, Public Art Committee mission statement. Committee Member Voellger suggested a measurement equivalent chart, dedication page and artwork. Ms. Whitecar suggested taking some of the recipes and creating an 'Arts Day' menu or a 'Tea in the Trees' menu.

The next steps for the Cookbook are as follows: determine day of publication, and someone needs to pull it all together. Chairperson Foulk stated both Committee Member Rabe and Ms. Whitecar are to organize the recipes and come up with the menu. Vice Chairperson Lawson to put the recipes into categories and from they're to the publisher for printing. Vice Chairperson Lawson asked how many cookbooks should be ordered. For example if the Committee should order 100 cookbooks it would cost \$4.95 for each copy, 200 cookbooks would cost \$2.55 for each copy, 300 cookbooks would cost \$2.45 for each cookbook, 500 cookbooks would cost \$2.25 for each copy. Committee Member Voellger suggested ordering 300 cookbooks. Both Chairperson Foulk and Vice Chairperson Lawson suggested ordering 500 cookbooks. Ms. Whitecar suggested selling the cookbooks to the public at \$15.00 a piece. The storage of the cookbooks once ordered and delivered would be in Ms. Whitecar's office.

Ms. Whitecar will contact the Committee Members via email on what's needed in the recipe book.

MOTION to order 500 cookbooks.

M/S: Voellger/Hays

Ayes: All

3. Monthly Meetings

Ms. Whitecar stated attached are the August through December pages of the City calendar that shows all Committees and Commissions that meet in City facilities. The current Bylaws are silent on Bylaw amendment procedure.

Ms. Whitecar stated an August meeting would not be necessary unless Ms. Baer's feedback regarding the Library Art decides otherwise. If so, the Public Art Committee would have a 'special' meeting on August 27th at 6:00pm.

Note. Receipt. File.

X. Upcoming Programs/Activities

2. **August 7th – City Council to consider Lynne Baer contract**
Chairperson Foulk stated he would like the Ms. Baer contract to be on consent.

XI. Future Agenda Items

- Library Art Reception

XII. Adjournment

MOTION to adjourn the meeting at 9:12 p.m., to the scheduled 'special' meeting on September 6th, 2007.

Respectfully Submitted,

Approved Minutes
July 23, 2007
Page 4 of 5

Tirzah Cedillo
Public Services Assistant