

**ARTS COMMISSION
REGULAR MEETING MINUTES
January 16, 2013 AT 7:00 P.M.
COUNCIL CHAMBERS
150 CITY PARK WAY
BRENTWOOD, CA 94513**

CALL TO ORDER: Chair Spencer called the meeting to order at 7:00 p.m.

ROLL CALL:

Present were Chair Donna Spencer, Vice Chair Jack Gaughan and Commissioner Juan Castillo. Commissioners Danny Senn and Barbie Koncher were excused. Staff members present were Poldina Scherff, Recreation Manager and Elaine McGurk, Administrative Assistant II.

PRESENTATION: Poldina Scherff, Recreation Manager, presented outgoing Chair Spencer with a plaque of appreciation for her service on the Arts Commission and another memento for her service as Chair.

CITIZEN COMMENTS: Katie Short, Poet Laureate, presented the Commission with Volume II Books of Anthology titled "In the Mt. Diablo."

CONSENT CALENDAR:

1. Approve minutes of regular meeting of October 17, 2012
 - ❖ Unable to approve at this meeting.
2. Approve minutes of Special meeting of November 14, 2012
 - ❖ Motion to approve the minutes of November 14, 2012.
 - Motion: Spencer
 - Second: Castillo
 - Ayes: 3
 - Noes: 0
 - Excused: 2 (Koncher, Senn)

SCHEDULED MATTERS:

3. **ACTION ITEM:** Approve the 2013 Arts Commission Meeting Calendar. (P. Scherff)

Poldina Scherff reviewed the 2013 Arts Commission Meeting calendar. She reminded the Commission that they do not meet in December.

- ❖ Approve the 2013 Arts Commission Meeting Calendar.
 - Motion: Spencer
 - Second: Gaughan
 - Ayes: 3
 - Noes: 0
 - Excused: 2 (Koncher, Senn)

4. ACTION ITEM: Balfour Road Public Art Project – determine process for choosing the project artist. (P. Scherff)

Poldina Scherff sent out Request for Qualifications (RFQ) to approximately 290 project artists. Choosing an artist would be the next step.

Poldina Scherff asked the Commission if they prefer to have a committee choose the artist for this project or have the Commission interview and pick the artist. City Council will make the final approval of the artist recommended by the Arts Commission.

- ❖ Balfour Road Public Art Project – Arts Commission will make the selection of the artist(s) for this specific project to be recommended to the City Council for final approval.

Motion: Gaughn
Second: Castillo
Ayes: 3
Noes: 0
Excused: 2 (Koncher, Senn)

5. DISCUSSION ITEM: Continued discussion regarding public art project of silhouettes for the downtown. (P. Scherff)

Poldina Scherff asked the Commission if they wanted to move forward with the silhouettes project. If they wanted to move forward with this project, the Commission needs to start working on getting a presentation together to be presented.

6. VERBAL UPDATE: Liberty High School Arts and Humanities Academy utility box public art project. (P. Scherff)

Poldina Scherff gave an update to the Commission on the Liberty High School Arts and Humanities Academy utility box public art project. They are getting ready to begin this project in February.

COMMISSIONER COMMENTS:

Vice Chair Gaughan is looking forward to the two new Commissioners to be on board.

Chair Spencer: Being that this is her last meeting she wanted to let everyone know she had a great time being on the Commission. It was a very positive experience for her.

Commission Castillo: He looks forward to seeing more projects move forward after all the planning they have done throughout the year.

STAFF COMMENTS:

Poldina Scherff introduced the two potential new Arts Commissioners Leslie Bemel and Tim Biglow in the audience. They will be officially sworn in by City Council on Tuesday, January 22, 2013.

REQUEST FOR FUTURE AGENDA ITEMS: NONE

ADJOURNMENT

Chair Spencer adjourned the meeting at 7:32 p.m.