



DEPARTMENT OF ARTS & HISTORY

MAYOR: Lauren McLean | DIRECTOR: Jennifer Stevens

AGENDA Arts & History Commission

Wednesday, April 5th, 2023
3:30 – 5:00 pm
Greenbelt Room, 3rd Floor, Boise City Hall
150 N Capitol Blvd, Boise ID 83702

Virtual and in-person attendance is offered.
Watch via Zoom Webinar: [Registration Link](#)

- I. **Call to Order** – John Hand, Chair
 - a. Land Acknowledgment – Commission Chair John Hand
- II. **Presentation**
 - a. Informational Item: Public Works Arts Master Plan (30 min) – Steve Burgos
- III. **Minutes Approval**
 - a. *ACTION REQUESTED:* Approve Minutes from February 1st, 2023 (**Exhibit A**)
- IV. **Director's Update**
- V. **Presentations/Updates/Approvals** **Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items.*
 - a. Informational Item: City of Boise Commission Handbook (15 min) – Jennifer Stevens
- VI. **Adjourn Meeting**



MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners

FROM: Jennifer Stevens, Director

DATE: 3/29/2023

RE: Director Update

ACCOMPLISHMENTS OF THE MONTH

Percent for Art Ordinance Revision

Cultural Planner Tilley Bubb and I have been working with the City Attorney's office to revise the Percent for Art ordinance to better reflect the Department of Arts & History's mission and to remove maintenance funding from the capital calculation.

- Key points of revised ordinance:
 - 1) Decrease total funding from 1.4% to 1.2% and change the flat calculation from 1.0 to 1.2%.
 - 2) Broaden the categories on which the budget can be used.
 - 3) Move maintenance costs into annual budgeting process.
- I presented proposed revisions to the city's Executive Management Team and to City Council in March.
- Based on City Council feedback, we are continuing to work on revisions.
- We plan to set a first reading in late spring.

Archives

I've been collaborating with the Department of Finance and Administration (which oversees the City Clerk's office) to examine the possibilities of merging physical space to house the Boise City Archives and records teams.

- Beginning research on possible shared space to lease.
- Discussions with Facilities on long-term plans for space near airport.
- Conducting cost analysis of the various options.

Capital City Development Corporation (CCDC)

Working on this partnership has been a high priority over the past six months. I have been negotiating with CCDC leadership to come to terms on a variety of agreements for art and interpretive signage in two urban renewal districts, River-Myrtle and Westside. We expect to have four agreements completed and executed by late May. The cultural opportunities are:

- Old Boise Blocks: Two public artworks, a logo to be stamped onto the sidewalk, and historical interpretive signage.
- Erma Hayman House: Additional art, historical interpretive signage, and lighting.

- Linen Blocks: Two to three public artworks, along with historical interpretive signage.

Enterprise Fund Arts Plans

Public Works: We are currently working to hire a full-time Public Art Project Coordinator to implement the Public Works Arts Master Plan.

Airport: Cultural Planner Tilley Bubb and I will be presenting the Airport Arts Master Plan to City Council on May 2. Director Rebecca Hupp will be requesting a full-time Public Art Project Coordinator in the fiscal year 2024 budget to implement the plan.

- One of the first opportunities will be at the Consolidated Rental Car Facility.

Hiring/Organization

We are hoping to post the Grants and Public Programs Manager job opening very soon. Jennifer Yribar and I have worked with Human Resources to refine the job description to include public programming coordination.

NEEDS FROM COMMISSIONERS

Changes to Commission Meetings

Beginning in May, the Commission will begin meeting at 5 p.m. instead of 3:30 p.m. With this change, we hope to:

- 1) Encourage in-person attendance by commissioners.
- 2) Encourage public participation and remove barrier of holding meetings during primary work hours.
- 3) Align with other city commissions.

Desired Action: Confirm





MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners
FROM: Travis Jeffres, History Programs Manager
CC: Jennifer Stevens, Director
DATE: 3/29/2023
RE: History Program Update

ACCOMPLISHMENTS OF THE MONTH

Oral Histories

Over the past few months, the history program has been involved in an oral history project seeking to document the history of Boise's China Town in the era of urban renewal (1950s-1970s)—as well as the lives and stories of Boise's Chinese and Chinese American residents.

- We have identified approximately 25 individuals with whom we would like to conduct interviews, and we have conducted interviews with four individuals over the past several weeks.
- As we continue to speak with participants, additional potential interviewees are being identified.

Fettuccine Forum

On March 2, we wrapped up our 2022-2023 Forum season with "Traditional Chinese Medicine in Idaho and the American West: A History of Herbs and Roots," feat. Prof. Tamara Venit-Shelton. Total participation across the four forums was approximately **400 participants**.

NEEDS FROM COMMISSIONERS

Oral Histories

- Help Promote Oral History Projects
Desired Action: Please contact the history programs manager if you know of anyone who may be interested in contributing to the project, "Documenting Chinese History in Greater Boise through Oral History" (or another oral history project).
- Help Define Oral History Project Outputs

Desired Action: If you have ideas as to how oral history interviews and/or transcripts can be put to use in ways that advance our department's mission and/or help to fulfill Mayor McLean's vision of "Creating a City for Everyone," please contact the history programs manager. This could include public art installations, historical signage and exhibitions, public programming like the Fettuccine Forum, etc.





MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners
FROM: Stephanie Johnson, Public Art Program Manager
CC: Jennifer Stevens, Director
DATE: 3/29/2023
RE: Public Art Program Update

ACCOMPLISHMENTS OF THE MONTH

West Valley/Ustick NIP Public Art Project

This \$140,000 is taking place in Redwood Park. The Request for Qualifications (RFQ) is open with a deadline of April 26. We will be holding an application workshop.

Pioneer Cemetery Kiosko/Mexican Pioneers Plaza

The design concept was accepted for this \$20,000 project. The project is now in close-out, and we are negotiating next phases of the project and future city involvement

Linen District Fence 2023

The call closed on February 28 for this \$5000 project. We received 31 applications, the selection panel reviewed applications in March, and the selection will occur on April 6th.

Boise Visual Chronicle (BVC) Collection

For this \$20,000 project, we partnered with Cultural Sites and Idaho Black Community Alliance and contracted a commission from artist Gracieux Baraka to take portraits of the fashion show featured at the Black Excellence Gala. Digital photographs have been delivered and the Erma Hayman House team will develop an exhibition around the selected images.

Public Art Project Coordinator – Public Works

The position has been posted and closes on April 5 with interviews soon to follow. Public Works will be included on the interview panel.

Public Art Walking Tours

Taking place every 3rd Saturday, May through October. Tour reservations are live [on our website!](#)

CCDC Upcoming Projects with Type 4 Agreements

- 521 W Grove St. Public Space—Integrated public art; \$400,000
- Old Boise Blocks—Stamped or embedded artist-designed icon and artist-designed barrier near the water wheel at CW Moore Park; \$165,000
- Erma Hayman House—lighting for *Memoirs of Erma Hayman* by Vinnie Bagwell, interpretive signs for the cultural site, and projection art infrastructure; \$100,000

NEEDS FROM COMMISSIONERS

Public Art Walking Tours

Share with those who may be interested that registration for this year's public art walking tours is now open.

Desired Action: Spread the word





MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners
FROM: Danielle Grundel, City Archivist
CC: Jennifer Stevens, Director
DATE: 3/29/2023
RE: Archives Program Update

ACCOMPLISHMENTS OF THE MONTH

Exhibit: Boise's Congregation Ahavath Beth Israel at 128

Installation of *Boise's Congregation Ahavath Beth Israel at 128 years* exhibit at the Albertson's Library on the Boise State University campus is complete. The exhibit serves as a companion to the *Americans and the Holocaust* exhibition which will be on display from March 22 – April 26, 2023.

Newly Processed Collection

Arts & History's departmental records were recently processed and are now ready for research. Processing department records promotes government transparency and encourages scholarship of Boise's history. Please view the finding aid for more details <https://boiseartsandhistory.libraryhost.com/repositories/2/resources/37>

NEEDS FROM COMMISSIONERS

Visiting Exhibits

March 22 – April 26, 2023, the *Americans and the Holocaust* Exhibition and/or events at Boise State University between March 22 – April 26, 2023. Information on visiting the exhibit and related events: [Visiting the Exhibition - Albertsons Library \(boisestate.edu\)](https://boisestate.edu/visiting-the-exhibition-albertsons-library)

Desired Action: Please consider visiting



MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners
FROM: Tilley Bubb, Interim-Grants Manager
CC: Jennifer Stevens, Director
DATE: 3/29/2023
RE: Grant Program Update

ACCOMPLISHMENTS OF THE MONTH

Grant Writing Workshop

Arts & History sponsored Krysten Bell, grant writing professional, to conduct two free workshops for community members on March 9th and 16th.

- Over forty people registered for the workshops, from emerging to experienced grant writers.

FY2023 Grants

Grant recipients continue to turn in final reports for last payments.

FY2024 Grants

May 1 – June 16 is the grant application cycle for fiscal year 2024. Application materials are being readied and preparation is underway for the panel.

- Identifying date and time of workshops, reviewing grant criteria, preparing applications, finalizing panel, confirming budget, and preparing marketing materials.

NEEDS FROM COMMISSIONERS

FY2024 Grant Cycle

Share with those who may be interested that the annual Arts & History Grant application runs May 1 – June 16, 2023. Direct them to contact Tilley Bubb at mbubb@cityofboise.org for more information. Workshop dates to be determined.

Desired Action: Spread the word



MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners

FROM: Alaggio Laurino, Cultural Asset Program Assistant

CC: Jennifer Stevens, Director

DATE: 3/22/23

RE: Public Art Maintenance and Conservation

ACCOMPLISHMENTS OF THE MONTH

"Litharacnium", BODO

Re-installation of the sculpture in BODO began March 16 by SRM Manufacturing and Apex Crane. Certain alterations have been made to the base to prevent future corrosion and the artists (Dennis & Margo Proksa) have been informed. Several touch-ups are still needed (i.e., filling in the original anchor holes, buffing and adding a finishing layer of paint, and capping the new anchor bolts). The final steps of installation are currently underway with final applications of paint to be done after Treefort to minimize any potential damage from possible vandalism.

"Bike Trio," Linen District/CCDC River Myrtle District

Inspection and removal have been scheduled for May 7-9th. The original artists will be brought in to provide this service. The sculpture will be put into storage until construction in the area (Grove & 14th St) is complete; sometime after December 2024. The sculpture will be repaired and reinstalled the following spring.

Railing Art Display, City Hall

A railing hanging system will be installed in the publicly accessible areas on the 1st and 3rd floors of City Hall. Instead of hooks and nails, artwork will be hung using wires. This will allow for much quicker installation, removal, and adjustments of rotating exhibits. This will also minimize the "patch & paint" process FSO must do after nails and hooks mar the walls. Installation will likely occur in phases over the course of the next year.

5-Year Maintenance Plan

The entire public art collection is being assessed by common mediums and maintenance needs to develop predictable maintenance groupings. This will allow Care & Conservation to synchronize long-term maintenance needs which have otherwise been unevenly staggered (e.g., repainting, electrical inspections, metal

refinishing, structural inspections, etc.). This will subsequently help develop a more predictable and robust maintenance budget request.

NEEDS FROM COMMISSIONERS

None this month.





MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Elaine Clegg, Arts & History Commissioners
FROM: Matilda Bubba, Cultural Planner
CC: Jennifer Stevens, Director
DATE: 3/29/2023
RE: Cultural Planning Activity

ACCOMPLISHMENTS OF THE MONTH

Policy Development: Percent for Art Ordinance Revisiting

Working with Director Stevens and Legal representatives to update the Percent for Art Ordinance.

- Director Stevens presented to Boise City Council on March 7. We are considering their input and will return to City Council with a revised ordinance in the Spring.

Cultural Planning: General Fund

Beginning to evaluate past general funded art and creating a baseline evaluation of the collection as well as preparing for further deep dives into art located at Library and Parks & Recreation.

- Draft report being evaluated by internal Arts & History staff prior to being shared with Commissioners and City Council.
- Invitations extended to Library and Parks and Recreation for in-depth interviews and focus groups.

Creative Economy: Economic Development Intern for Creative Economy Research

Mayor McClean approved funding for an intern to focus on creative economy research. I will be working with this person to map Boise's creative economy.

- Funding approved.

NEEDS FROM COMMISSIONERS

Policy Changes: Be aware of and support Percent for Art Policy Changes

As representatives of the department, Commissioners should be aware of the changes and be prepared to speak to the recommended changes.

- Staff will notify Commissioners when the new policy goes forward.
 - *Desired Action:* Attend future City Council meetings and be prepared to speak to the changes.



EXHIBIT A

Minutes

Arts & History Commission Meeting

Wednesday, February 1st, 2023

3:30 – 5:00 pm

Boise City Hall, Greenbelt Room, 3rd Floor

ZOOM link: <https://cityofboise.zoom.us/j/88320164448>

Commissioners Present: Kris Clegg (Vice Chair), J.J. Saldaña, Melissa Thom, Sophie Squyres, Gaby Thomason (online)

Commissioners Absent: Catherine Seo, John Hand (Chair), Amanda Ashley

Council Liaison: Elaine Clegg

Staff Present: Jennifer Stevens, Alaggio Laurino, Danielle Grundel (online), Jillian Whitehill, Kristen Hill, Lianna Hamby, Stephanie Johnson, Tilly Bubb, Travis Jeffres, and Tyler Powers (online)

Public:

- I. **Call to Order** – Commission Vice Chair Clegg called the meeting to order at 3:31 p.m.
 - a. **Land Acknowledgment** – Commission Vice Chair Clegg
 - b. **Approve Minutes** from January 4th, 2023 (**Exhibit A**)
 - i. Commissioner Saldana makes a motion to approve. Commissioner Thomason seconds.
 - ii. No comments, none opposed. Motion approved at 3:32 p.m.
 - c. Introductions – Jennifer Stevens, Director
 - i. Elaine Clegg, Arts & History Commission Council Liaison
 - ii. Jillian Whitehill, Arts & History Executive Assistant
- II. **Presentations/Updates/Approvals** **Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items.*
 - a. Boise Airport Arts Master Plan – Matilda Bubb, Cultural Planner
 - i. TB and JS met with the Airport Commission on 2/1/23 and the Airport Commission gave their support of the plan with the following thoughts:
 1. Enthusiasm for work with the Indigenous community
 2. Valued the professionalism and breadth and depth of plan

3. Valued the idea of local art rotation
 4. Would like to see more history at the airport of Boise. Creating placemaking.
- ii. TB clarifies that we are asking for approval of the plan but not the budget or the prioritization of the projects
 - iii. JS announces that she put in an FY23 budget request to hire a person to implement the plan
 - iv. Kris Clegg follows up on question about history budget coming from the ordinance
 1. TB – currently working on re-writing the ordinance to include history
 - v. Gaby Thomason – grateful to hear the feedback from the Airport Commission and their enthusiasm for the historical narrative
 - vi. JS – Next steps once approval is given, the plan will be taken to City Council for a works session. Last-minute edits will be made then 100 copies printed and PDF's posted on the website. Implementation plan rolled out once the new hire is in.
 - vii. J.J. Saldaña – Confirms that the Airport Commission were excited about the tribal history
 - viii. Approval requested
 1. Commissioner Kris Clegg makes a motion to approve.
Commissioner J.J. Saldaña seconds.
 2. None opposed, all in favor. Motion approved at 3:45 p.m.
- b. Upcoming Events
 - i. Fettuccini Forum
 1. Thursday, 2/2/23, Out in Idaho: Queer Spaces in Boise. Lauren McLaine and Rather Taylor.
 - ii. BCT Sweat runs through next week
 - iii. Baroque Chamber run by an A&H grantee at Morison Center
 - iv. 5 by 5 Children Reading Series on the 6th

III. **Adjourn Meeting** – The next Arts & History Commission meeting will be held on April 2023.

- a. Commission Vice Chair Clegg asks commissioners to offer a motion to adjourn.



- i. Commissioner J.J. Saldaña offers a motion; Commissioner Thomason seconds.
- ii. No discussion; all in favor. So moved at 3:50 p.m.

