

Wednesday, April 5, 2017

3:30 - 5:00 PM

Offices of Arts & History

- I. Call to Order - Alecia Baker, Chair

- II. Approve Minutes of February 1, 2017

- III. Administration
 - a) Introduce new A&H staff
 - b) Library/A&H facility stakeholder workshops
 - c) Performing Arts Facility Study

- IV. Reports and Conversation
 - a) Approval for public art projects (LeClair): BVC Portable Works, Comic Con panel, Sunset neighborhood signage project, possibly others
 - b) Cultural Plan (Bubb)
 - c) Mayor's Awards (Fackler)

- V. New Business

- VI. Adjourn meeting

Remaining Meeting Schedule for 2017 - first Wednesday of the following months, 3:30 - 5:00, offices of A&H unless otherwise noted:

- June
- August
- October
- December

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A&H Commission Meeting

2/1/2017

Members Present: Alecia Baker (called in), John Hand, Jody Ochoa, Dede Ryan, Jessica Flynn, and Clea McElwain

Members Absent: Hanna Hilgeman

Staff Present: Terri Schorzman, Karen Bubb, Josh Olson, Amy Fackler, Karl LeClair, Rachel Reichert, Brandi Burns, Annie Murphy, Jeannette O'Dell, Stephanie Milne-Lane, and Elizabeth Koeckeritz for Abbey Germaine

Call to Order: Ryan at 3:30 p.m.

Approval of Minutes:

Motion: Approve December 2017 minutes. Ochoa moved. Flynn seconded. **Motion carried.**

Administration:

- Discussion about recommended candidates to fill the commissioner position currently open. Terri clarified it is up to 7 commission members not 9. Terri will present the list with recommended candidates to the Mayor next week. It was also clarified the Mayor will have the final approval of the new member.

Reports:

Administration – Schorzman

- The Arts & History Department had approval for one full time employee (FTE) this year. It was decided to split the FTE position into two part-time positions. The department hired a part-time historian and a part-time communication and education outreach staff member; both internal hires.
- Karen Bubb will be moving into cultural planner role working closely with departments like Planning and Development and Parks. Karl LeClair will move into the Public Arts Manager position. Karen will be mentoring Karl during the next six months while being involved in cultural planning tasks.
- Citizens survey sent out today—Terri sent email to all commissioners

Student Project Update - McElwain

- Ready to launch project by Friday, February 3rd. Teachers will be emailed next week. Karl assisted with the creation of the application which is about ready. Promotion of the event through posters, visits to schools. Hoping to have jury judge the art work in March. Ten artists will be selected from grades 10th-12th. After this process, an art show will be planned at the City Hall.

Public Art – Bubb

- Discussion about revisions made to the intersection mural design for Castle Street. ACHD had a few concerns and the imagery and background were changed. ACHD approved the latest design.

Motion: Approve the design as changed. Flynn moved. Ochoa seconded. **Motion carried.**

Cultural Assets – Olson

- Discussion about murals scheduled for removal--mural outside City Hall and the Basque mural. Olson informed the group communication was sent to the City Council members and the Mayor on this matter. The Arts Department has not received feedback as of today. The City Hall mural will be removed due to the upcoming City Hall Plaza project. If it can be saved, it will be relocated. The Basque mural is in poor shape.

Cultural Programs – Fackler

- Amy Fackler distributed updated calendar of events to the commissioners. The calendar will also be placed on the department's website.
- Discussion about the online grant review process evaluation form. Jessica Flynn asked if it is a fillable on-line form or just a PDF document. Amy will look into it.

History Programs – Burns

- Reminder – Fettucine forum tomorrow at 5:30.

Communications – Reichert

- Update on recent curator hired, Nicholas Bell. James Castle home construction scheduled to start in March, but there is a possibility it might be pushed a bit.
- Jessica Flynn is interested in touring the James Castle home as she missed previous tours.
- Baker mentioned she read a good article on James Castle home in the Territory magazine. It was mentioned another good article was published in the Archaeology magazine.

Miscellaneous Discussion:

- Public Art Academy starts the week of February 6th. It will go through March with sessions every Tuesday. There are 20+ participants registered. Karen invited a speaker (Sarah Conley Odenkirk) to talk about the law aspects in arts; this is scheduled for March 8, 2017.
- A total of 92 traffic boxes submittals were received today.
- The department received a grant for \$50,000 for the Vista median project. This amount has been matched by the federal Housing and Community Development with the goal of improving the Vista Avenue area.
- Brandi provided an update on the book publication about Boise's history. The book would be expensive to print so it was decided to do a series of small publications instead.
- John Hand will not be able to attend the next scheduled commission meeting.

Next meeting will be held on Wednesday, April 5th at 3:30 p.m. -- location to be determined.

Meeting adjourned at 4:30 p.m.

BOISE CITY DEPT OF ARTS & HISTORY

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MEMO March 28, 2017

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners
FROM: Karl LeClair
RE: Public Art Program

REQUEST FOR APPROVAL:

- **Selection Panel Recommendations for the Boise Visual Chronicle & Portable Works Collections:** 16 works by 12 artists, 8 artists new to the collections, \$24,700

NEW CALLS OUT NOW:

- **Vista Median Public Art:** \$100,000, partnership with Energize the Vista Neighborhood & Together Treasure Valley, Deadline April 26th 2017
- **Intersection Mural at 8th & Fulton:** \$8,000 in partnership w/ CCDC, Deadline April 26, 2017

NEW ACTIVITY

- **Public Art Academy,** one/two projects totaling \$9,000 in VRT Main St. Station
- **Traffic Boxes 2017:** 89 applications for 23 available boxes
- **Main Library! COMIC CON MURAL:** \$2,500 for designer, 3 finalists selected, Trademark fabrication
- **Library Comic Con Panel Purchase:** 3 applications, selection panel pending
- **Homage to the Pedestrian:** exploring new location options
- **Hayman House Public Art/Landscaping Plan:** \$20,000 % for Art

WORKS IN ACTIVE DESIGN/FABRICATION

- **Library! At Bown Crossing:** Janet Zweig of Brooklyn, project installation. \$60,000 budget. Dedication Mid-May/Early June
- **Sunset Neighborhood Pole Signs:** Two finalists selected, Trademark Signs and Signs 2U
- **James Castle House Intersection Mural:** \$8,000, Design/planning stages, expected painting event May 20, 2017
- **Boise City Hall Public Art on the Plaza:** CTA Studio & Ecosystem Science fabricating; May install. \$200,000.
- **Parks: Rhodes Skate Park Upgrade and Proposed Public Art:** Install all projects by June 2017: Perri Howard, Stephanie Inman, Sector Seventeen, and Trademark. \$223,000 budget, all projects in fabrication.
- **Transit Shelters for Vista Neighborhood/VRT partnership:** Six artists selected. Shelters in construction phase. Expected completion August 2017. \$17,000 design/fabrication budget.
- **Idaho Transportation Department:** Matt Grover working on a project to sculpt two cottonwood leaves for Broadway freeway bridge abutment. Installation pending shortly. \$10,000.
- **2016 Fire Stations:** a. **Fire Station 4/Ustick Road:** Dixon/Baltes/McCall, fabrication. \$40,000 budget, Dedication June 2nd
b. **Fire Station 8/Overland Road:** Dixon/Baltes/McCall, in fabrication. \$40,000 budget, Dedication May 9th
Byron Folwell moved to Fire Station 9, on Sycamore, Design process begin Spring 17. We will do a new call for Fire Station 5 and Fire Training Center FY 18.
- **Linen District Fence:** April VanDeGrift preparing art for July 2017 installation. \$3,000
- **Public Works:** Artist-designed utility hole covers for Central Addition/LIV/Eco District neighborhoods. 3 artist designs selected for unique design for 12 utility hole covers. \$5,000 design fees (PW), \$20,000 fabrication (CCDC)
- **Boise WaterShed:**
April 12th Dedication – mark your calendars.
- **VRT Main St. Station:** Amy Cheng tile mural expected completion May 2017, In fabrication to fix design change

NEW PROJECTS NOT YET INITIATED

- **8th St. Pedestrian Bridge Lighting:** CCDC Funding
- **James Castle Cultural Connectivity Plan:** \$20,000 % for Art

- **Castle Rock Shoshone Bannock Public Art Project Plan:** \$20,000 % for Art
- **Library Card Design:** \$1,500 Library funding & partnership

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MEMO APRIL 2017

TO: Mayor Bieter, Jade Riley and Arts & History Commissioners
FROM: Karen Bubb, Cultural Planner
RE: Cultural Plan Implementation

INTRODUCE FINALIZED PLAN TO ARTS & HISTORY COMMISSIONERS

- 1) What is the City of Boise Cultural Master Plan?
- 2) Where does you connect to the plan and have a role in implementation?
- 3) How might we work together to advance goals and evaluate progress?

OVERALL CULTURAL PLAN IMPLEMENTATION PROCESS

- 1) Using workshops and presentations introduce plan internally (City Departments) and externally (organizations and individuals involved with culture and philanthropy)
- 2) Create mini work plans for each goal and strategy
- 3) Identify implementation priorities based on work plans
- 4) Establish measurements and develop reporting metrics
- 5) Reconcile the Cultural plan with Boise's annual work plan, Arts & History's work plan and City planning documents
- 6) Serve as a liaison to City departments regarding planning developments
- 7) Manage localized cultural plans
- 8) Work with the interdepartmental team on the development of the Mothership project



CULTURAL PLAN GOALS:

DEVELOP CULTURAL POLICY

ENHANCE & PRESERVE NEIGHBORHOOD PLACES

MAINTAIN & DEVELOP CULTURAL ASSETS

FOSTER ORGANIZATIONS & PARTNERSHIPS

EXPAND CULTURAL RESOURCES FOR INDIVIDUALS

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MEMO

April 2017

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners

FROM: Amy Fackler

RE: April 2017 Report

SUMMARY

The focus for cultural programs in FY2017 entails managing the A&H grant program, developing a system for providing information regarding additional funding resources for individuals and organizations, assisting with transition of new archivist, and special projects.

PROJECTS

Grant Program -

- FY2017 Grants–
 - Processing and tracking Agreements and second invoices for this cycle (33 recipients)
 - Answer questions for FY2017 recipients and potential FY2018 applications
 - Tracking events and projects and coordinated marketing opportunities with A&H communications staff (social media, banners, website)
- FY2018 Grants – Planning
 - Set up 7 workshops in May for potential applicants interested in grant program (3 workshops at City Hall; 4 workshops at each library branch)
 - Researching other programs and trends
 - Planning for dates, logistics, criteria

Funding Resources – Meet with city library staff regarding assistance for people interested in finding other grant funding resources through library resources (foundationcenter.org; printed materials; nonprofit center workshops)

Archivist Transition

- Provide background materials; answer questions
- Help with finding FY2017 budget resources; planning for FY2018
- Assessing and organizing boxes in storage area (for disposal, transfer to RMC, or keep internally)

Special Projects

- Editing – blogs, various internal department materials and projects, and externally generated projects (such as NRG)
- Mayor's Awards for Excellence in Arts & History – planning underway
- Delivered presentation for March Fettuccini Forum

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April 2017

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners

FROM: Rachel Reichert, Community Relations Manager and James Castle House Manager

SUMMARY

This quarter's work has been concentrated on the James Castle House, and maintaining ongoing communications.

PROJECTS

JAMES CASTLE HOUSE (JCH)

- James Castle House 100% CD Sets completed
- Building permit application submitted
- CMGC about to get bids for project
- Preparing for upcoming presentations- Ketchum Library, OSHER Institute (BSU)
- Working with City of Boise's purchasing staff on drafting contracts
- Developing communications plan for JCH, now and future
- Developing programmatic vision for JCH
- Working closely with staff researcher on research related to the project
- Beginning James Castle House Exhibit design
- Beginning James Castle House book project (focusing on house & property)
- Grant writing (IWCF, ICA)

Hired new P/T Education and Outreach Staff – Jennifer Yribar
Scheduling interviews for P/T temp Electronic Media Specialist

DESIGN PROJECTS

- * New RFQ for Graphic Designers released
- Broadway Bridge History Signs- *in process*
- Cultural Plan Report- *in process*
- Communications plan for launching the Cultural Plan – *in process*
- Mayor's Awards – *in process*
- Fettuccine Forum - *in process*
- NEW A&H video series- *Castle House Focus – in process*

ON GOING

- Maintain social sites
- Update website
- Develop and distribute PR and electronic newsletter

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March 24, 2017

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners

FROM: Brandi Burns

RE: A&H History Report

SUMMARY

The History Division is looking forward to the completion of some ongoing projects. The Broadway Bridge signs are at the fabricator, which means that we are in the last stages of the project. They could be installed as early as the end of March. The research report about the history of the Broadway Bridge and the Broadway Avenue transportation corridor is currently with a graphic designer. We will continue collecting oral histories this year from neighborhood residents and to complete our collection of cultural oral histories. Research requests remain popular and we will continue to offer this service based on available staff time. The next Fettuccine Forum season is April 6, "How the Greenbelt Save Boise." Please remember to attend.

CURRENT & PAST PROJECTS

- Research requests from the public and internally
- Oral Histories—cultural oral histories; neighborhood-based interviews
- Exhibit preparation—current exhibit is about the 110th anniversary of the founding of Ustick
- Broadway Bridge Mitigation—signs were approved by SHPO & ITD. Signs are currently in production; could be installed by March 31.
- Fettuccine Forum:
 - April 6, 2017: How the Greenbelt Saved Boise, presented by David Proctor
 - May 4, 2017: Singing Their Story—A Tribute to the Shoshone-Bannock Tribes, presented by Jim Cockey

ONGOING AND FUTURE PROJECTS

- Cultural oral histories
- Transcribing oral histories
- NRG project management for projects involving history (NENA, NENA/EENA, SENA (2 projects), and Morris Hill)

MEMO

April 5, 2017

To: Mayor Bieter, Jade Riley, Arts & History Commissioners

From: Terri Schorzman

RE: February –March, 2017

General summary

- Preliminary preparations for building FY18 budget – on-going and extensive
- Participated in workshops for the Library and A&H facility in mid-March; seven sessions with nearly 100 stakeholders.
- Attended design charrette follow up for alleyway project
- Attended Fettuccine Forum and other events (including those sponsored by our grant program)
- Toured City facilities with EMT – and provided background for both the James Castle House project (Feb) and the South Boise Historic Streetcar Station (Mar)
- Various other “run the business” and general team meetings -- including visitor to Mayor’s office from San Sebastian, Spain/Basque Country; CCDC about gateway project,
- EMT quarterly off-site meeting

MEMO

March 29, 2017

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners

FROM: Joshua Olson, Cultural Asset Manager & Annie Murphy, Cultural Asset Program Assistant

RE: Public Art Program Maintenance and Conservation

Current

-Community Youth Wall of Fame mural:

The mural in front of City Hall is being removed this April 2017. The removal will accommodate the new plaza design. The artist provided approval for the removal. If it can be removed without damage it will be store until a suitable solution can be found.

-Basque Mural:

Due to its local cultural significance, staff has invited non-stakeholder Basque Museum staff members to a memo to discuss options for its future. Current Status: The 17-year-old mural has outlived its expected life span by 6-7 years. The mural is slated for de-accessioning, a replacement is being discussed.

Corrective Repairs

-NRG Depot Roundabout Mosaic Signage: Repaired and installed

-River Sculpture: Glass gems vandalized. Waiting for estimates

-Grove Street Illuminated (9th and Grove): Contract issued. April completion; light diffuser acrylic panels being replaced on entire sculpture. Lighting corrosion being addressed.

-Optimist Park Field Markers: Painted and restored

-Virgo: Sidewalk art on 8th and front reinstallation planned for April

-Boise Chinatown: Completed. Two interactive public artwork installations removed for Gardner Group/ Grove Plaza project are now reinstalled.

- Homage to the Pedestrian: Grove Plaza reconstruction emergency vehicle access needs have required that the art installation be relocated. Removal is pending new site approvals

-Boise Airport Wildland Firefighter Sculpture: 500 lb bronze sculpture was installed improperly and was a safety concern. Secure reinstallation has been completed.

-Terra Firma Terrazzo Floor: Reconstruction 95% completed. Special thanks to Boise Airport staff, Matt Petaja and Mike O'Dell.

-Slipstream Glass Mural: Nine 24 inch blown glass salmon needed to be reinstalled/ All hardware, cables replaced.

-American Cleaning contract completed for all glass artworks at Airport

-Zoo Signage: Mosaic artworks/ new interpretive signage

On Deck for April and May

-NRG Mosaic Roundabout: No progress made, Active/ Ongoing. Waiting for thaw and warmer temps. Extensive repairs needed due to settling, improper installation methods, weather and aggressive drivers. The mosaic roundabout feature is seeing extensive damage and longer term solutions are being researched. Snow plow damage occurred.

-NRG Whittier School Art Fence: School bond election passed; construction will include demolition of fence and storage of artwork. Working with P&Z and school to find a solution before plans are made and construction begins.

-VRT Mosaic Tile Mural: Installation and fabrication methods failed. Sub-contractors were mismanaged by artists. Working to find solutions with the public art manager. Maintenance agreements with VRT and various property owners in draft form.

- Jesus Urquidez Memorial: Severe frost and ice damage. Repairs pending estimates

-Idanha Building Canopy: damage to footing due to rock salts. Repairs pending

-wash all 150 traffic Boxes

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April 2017

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners

FROM: Stephanie Milne-Lane, Archivist

RE: April 2017 Report

SUMMARY

The A&H archives program continued to lay the foundation for a municipal archive. A lengthy archival rehousing project commenced, which specifically targets the historic City Council meeting minutes, ordinances, and resolutions that reside at the Records Management Center (RMC). This task will continue into the coming months. Other tasks included processing existing collections and preparing the Kendall facility for archival and artifact collections. Lastly, the Government Buildings team has provided exemplarily assistance over the past few months on myriad small projects.

PROJECTS

Archive

- Finalized language for A&H website
- Worked with patrons regarding archival holdings requests
- Continued oral history interview cataloging
- Completed an oral history project finding aid
- Communicated with donors
- Obtained training on Umbraco in order to update digital collections
- Met with other municipal departments

Records Management Center (RMC) and Kendall Storage Facility

- Commenced rehousing project at the RMC, which will continue into the spring and summer
- Prepared for move to Kendall Facility

Other

- Collaborated with the Center for the American West's Board, who are traveling to Boise for their annual retreat in October 2017
- Traveled to Salt Lake City to research Automated Storage and Retrieval Systems (ASRS) that could be integrated into the new Library and A&H space