

## **Agenda – A&H Commission Meeting**

Wednesday, June 6, 2018

3:30 – 5:00 PM. Boise City Hall – Tablerock Room (3<sup>rd</sup> floor)

- I. Call to Order – Jody Ochoa, Chair
  
- II. Approve Minutes of April 4, 2018
  
- III. Administration/General
  - Farewell to Clea
  - Library/A&H project – goals, status, next steps (R. Bousfield/S. Wilson/J. Yribar)
  - Growth “community conversations”/data (Schorzman)
  - Other/updates (Schorzman)
  
- IV. Reports and Conversation
  - Public Art – Approvals and Updates (LeClair)
    - Traffic Box art approvals
    - Vista Median review
  - Other project status Q&A, as time allows (A&H program managers)
  
- V. New Business

VI. Adjourn meeting

*Meeting Schedule for 2018, 3:30 – 5:00, location TBD for each:*

- *August 8*
- *October 3*
- *December 5*

A&H Department Commission Meeting  
Wednesday, April 4, 2018 – 3:30 to 5:00 p.m.  
James Castle House

## Meeting Notes

Commissioners Present: Jody Ochoa, Dede Ryan, Alan Heathcock, John Hand, and Clea McElwain

Staff Present: Terri Schorzman, Karen Bubb, Amy Fackler, Josh Olson, Annie Thiffault, Stephanie Milne-Lane, Brandi Burns, Rachel Reichert, Kristen Hill, Jeannette O'Dell,

Others: Shawn Wilson (Public Works Dept.) and Kent Hanway (CSHQA President)

At 3:30 p.m. the group started the tour of the property.

### **Call to Order:**

Commissioner Ochoa called to order at 4:00 p.m.

### **Approval of Minutes:**

Motion to approve the February 7, 2018 minutes. Ryan moved. Hand seconded. Motion carried unanimously.

### **Administration/General:**

Rachel Reichert talked about the upcoming events for the James Castle House grand opening.



Shawn Wilson and Kent Hanway provided an update on the Library/Art & History campus project. They have been working with the selected firm, Safdie

Architects, and will present concepts or visuals to represent design options along with cost estimates soon. A construction manager also has been hired.

John Hand asked about effects of 8<sup>th</sup> Street public right-of-way. Mr. Hanway indicated there have been discussions with Ada County Highway District about options.

## **Reports:**

### Public Art – Catina

- Request for approval of the Linen District fence. A total of 27 artists applied and Jay Rasgorshek was selected. The work consists of four panels at a total cost of \$4,000. The work will be completed in July. Catina requested approval of the project as presented. Ryan moved. Hand seconded. Motion carried unanimously.
- Request for approval for the comic con mural at the Main Library. Jay Rasgorshek was the artist selected for this project totaling \$2,500. Catina presented images submitted by the artist. The work will be completed in July. Catina requested approval of the proposed project. Ryan moved. Hand seconded. Motion carried unanimously.
- Catina presented examples of Treefort completed projects as presented by various artists.

### General – Terri

- The department's 10-year anniversary celebration has been postponed until September.
- The department has been named finalist for the National Public Art Award American for the Arts.
- Currently in the process of filing 501C3 to allow us to raise funds.

### James Castle House – Rachel

- Final inspection of the house on 2/7/18 and received temporary occupancy certificate. Will start moving the next day. Currently building website for the James Castle House along with brand development.
- Plans for the various events as part of the symposium (April 25-28) are underway. Official opening date is April 28, 2018. Thursday, April 26 free event at the Egyptian.

- Rachel introduced Kristen Hill, Arts & History Cultural Sites Program Coordinator. Kristen will be developing programs and exhibitions at the James Castle House.

James Castle House Artist in Residence – Kristen

- First artist coming in May for three months duration.
- The James Castle book *Woodsmoke* has been completed. It will be for sale at the James Castle house store.
- April 5<sup>th</sup> - opening reception event at Ming Studios centered around the art and poetry from the *Woodsmoke* book.

Program Update - Clea McElwain

- The project to include refugee children in the Saturday Family Art program at the Boise Art Museum is underway and has successfully attracted new audiences. The event is free and includes transportation for children from refugee communities. Sia Chauhan also has attended.

Commissioner Ochoa presented a motion to adjourn the meeting at 5:05 p.m.

Ryan moved. Hand seconded. Motion carried unanimously.

Meeting adjourned.

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## MEMO

June 6, 2018

**To:** Mayor Bieter, Jade Riley, Scot Ludwig, Arts & History Commissioners

**From:** Terri Schorzman

**RE:** Activities: April – May 2018

### *General administration highlights*

- Library/A&H team participation: architects, public relations/naming, communication, travel to Boston to visit Safdie offices and consider space adjacencies; participated in two-day meeting with team in Boise two weeks later.
- Completed work with specially convened panel to select new art for the Boise Centre –
- Attended James Castle related events, ranging from BSU opening exhibit, lectures at Ming Studio, and the Symposium
- Attended State of Downtown/state of culture theme, and introduced guest speaker Dar Williams.
- Attended The Future of the Arts at BSU (where faculty summarized projects)
- Much PBB-related work

### *Special Projects*

- On-going CCEC meetings and updates, review plans, budgets, presentations, etc.
- On-going planning of Hayman House transfer to City, including budget, MOU, design...; meetings regarding next steps after conveyance; began collaborative process with new project manager Sarah Schaffer;
- Reviewed concepts and moved forward with Make Music Day, for June 21 on the Plaza.

**June 6, 2018**

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

**REQUEST FOR APPROVAL**

- **Traffic Boxes:** 18 boxes, partnership with CCDC and ACHD, Proposals

**NEW ACTIVITY**

- **Vista Median Public Art:** \$150,000, Partnership with Energize the Vista Neighborhood & Together Treasure Valley, Proposals received
- **Valley Regional Transit Main Street Station:** Phase II projects, CCDC Funding, Banner Murals, Entry Ramp Mural, Window Treatments, Completion by September 2018
- **Hayman House:** Erma's Wall, Call-to-Artist development, Install Summer 2019
- **Central Addition Festival Block Public Art:** CCDC Funding Call-to-Artist Development, Install Summer/Fall 2019
- **Depot Bench Public Art:** \$70,000, NIP Funding, Project Identification, Call-to-Artist development
- **James Castle House Intersection Mural:** Request location change to Central Addition, working with ACHD
- **Artist on Design Team for Lander St. Facility:** Partnership with Public Works, identifying projects/locations developing call-to-artists
- **Cecil D. Andrus Memorial:** Complete
- **9th St. Pedestrian Bridge Lighting:** Complete
- **Sunset Neighborhood Pole Signs:** Complete
- **VRT Main St. Station:** Cassie Phippen Projection Complete



## WORKS IN CONTRACT PHASE/ACTIVE DESIGN/FABRICATION

- **James Castle House Public Art:** \$60,000, 3 finalists selected, Proposals due June 13th
- **Zoo Boise Gorongosa Exhibit Public Art:** \$15,000, Friends of Zoo Boise, Artist selection June 4th
- **Linen District Fence:** \$4,000, Jay Rasgorshek Proposal, to be installed July 2018
- **Comic Con Mural:** \$2,500, Jay Rasgorshek, Proposal, to be installed July 2018
- **Public Works Plan Update:** \$15,000 - \$20,000, Partnership with Public Works, Cultural Planning, update enterprise percent-for-art plan for Public Works Department, Dwaine Carver on Contract
- **8th & Fulton Intersection Mural:** \$9,000, Partnership with ACHD, CCDC, Jason Keeble on Contract, Scheduling Timeline
- **Basque Mural:** \$10,000, Bill Hueg in fabrication
- **Homage to The Pedestrian:** Contract negotiations with Patrick Zentz
- **Transit Shelters for Vista Neighborhood/VRT Partnership:** 5 Shelters Constructed, 3 Artworks Installed, Need to Find New Fabricator to Install Remaining Artworks
- **2017 Fire Stations:** **A. Fire Station 4/Ustick Road:** Dixon/Baltes/Mccall, finalize install/ signage June 2018  
**B. Fire Station 9:** \$30,000 Sycamore, Byron Folwell, Project Negotiations
- **Public Works:** \$20,000, Michael Anderson On Contract For Ceramic Treatment On Shade Structure, approaching fabrication





**BOISE CITY  
DEPT OF ARTS  
& HISTORY**

June 06, 2018

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

FROM: Annie Thiffault, Cultural Asset Assistant

RE: Public Art Maintenance and Conservation

### **Summary**

Currently the City of Boise has an estimated 650 assets in the collection(s) valued at nearly 5.8 million dollars. Winter is excessively hard on our collections and spring is a busy time. The increase in construction and human activity has kept us on our toes. Special thanks to Airport, Public Works, Parks and Recreation, IT, PDS and Government Buildings for their efforts to assist in the care and conservation of these one-of-a-kind city assets.

### **Current**

-Vue Works: Special Asset go live date, June 1<sup>st</sup>, thanks to the help of the IT department in developing this program that will track A&H work orders and inspections, maintenance costs and activity of all 600 cultural assets.

-Contract in place for 167 traffic box locations for cleanings and graffiti removal, the first of two annual cleanings have been completed. The second cleaning will take place in the fall.

-Contract in place for general painting maintenance needs. Refinish and painting of Point of Origin has been completed.

- Virgo: General maintenance, re-adhesion of metal discs.

-Boise Watershed Headwaters: Seasonal maintenance and turn on. Contractor has completed re-finishing of the surface and application of protective coating.

-Contract for the cleaning and waxing of the, WWII Aviator and Wildland Firefighter sculptures at the airport, pending estimate.

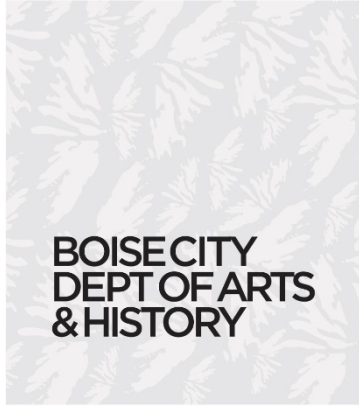
-Franz Whitte Landscaping renewed April 2018

- River Sculpture: Clearview cleaning contract renewed. One of two annual cleanings are complete.

- Public Art Signage for 167 traffic Boxes and 8 for public art locations, currently being installed.

-Various corrective maintenance to over 25 public art installations





MEMO June 1, 2018

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



## CULTURAL MASTER PLAN (CMP) IMPLEMENTATION: CULTURAL PLAN PROJECTS

I am assessing the past year's cultural planning advances to support an upcoming staff retreat to plan for the next year. Results of that assessment will be provided in the next commission report.

In February and March Cultural Planning work focused on two primary goals. Below are projects to further these goals.

### Goal 2: Enhance & Preserve Neighborhood Places: Strategy 2.3 Localize Cultural Planning

#### Accomplishments:

- April 10: Investigating Arts & Cultural Impact on Downtown Boise  
Organized and facilitated Downtown Boise Association's State of Downtown focused on the impact of arts. Publication produced with articles, Creative Vitality Index information, results of a BSU survey, interviews with local business owners, and Dar Williams as keynote speaker. 400 attended.
- April 10: Dar Williams reading and book signing at Rediscovered Books. 35 attended
- April 25-28: Organized and implemented James Castle House Inaugural Symposium. 95 attended
- May: Hayman House conveyed to the City of Boise. Sarah Schaefer will be project managing construction
- Neighborhood Walking Tours: Tours conducted for Downtown, Collister and Ustick neighborhoods.

#### In Process

- Neighborhood Walking Tours: Tours in planning process for East End, Lusk District, Veterans Park Neighborhoods.

### Goal 4: Foster Organizations & Partnerships:

#### Accomplishments

- May 23: Regional Collaboration: Two Counties Converge around Culture  
Planned and facilitated Treasure Valley's first regional cultural summit. 40 attended

#### In Process

- First Peoples: An Intersection of Social Justice, Urban Environment, & Cultural Planning  
- Working with the Native American Tribes to develop a plan to host historical exhibit in City Hall Lobby in June and July; host welcoming ceremony on steps of City Hall on June 14 at 7:30; sponsor the Return of the Boise Valley People

event; and create an advisory panel to create physical markers such as public art, restoration of Native place names, interpretive signage, or other exhibitions or monuments.

- Assisting the Alexa Rose Foundation in the purchase of the Carnegie Library to transform it into an artist studio and cultural non-profit arts space.
- Partnering with Dwaine Carver in the update of the Public Works Art Plan



**BOISE CITY  
DEPT OF ARTS  
& HISTORY**

May 29, 2018

**TO:** Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners  
**FROM:** Brandi Burns  
**RE:** A&H History Report

### **SUMMARY**

Our April-June quarter (see below for specific lectures) is ending on June 14. A season online survey will be sent out by the newsletter; please remember to participate. We made a lot of changes this last season and we want to gauge how well they were received. We're planning the 2018-2019 Fettuccine Forum season currently.

We continue to catalog and rehouse artifacts, as well as gather research about the items in our collection. Our oral history work continues.

### **CURRENT & PAST PROJECTS**

- Research requests from the public and internally
- 3<sup>rd</sup> Floor Timeline Wall: timeline content is in design
- Beyond Boundaries walking tours: partnering with Energize Our Neighborhoods to offer neighborhood-based tours
- Urban Trails—inventory and condition assessment of interpretive signs
- Fettuccine Forum:
  - June 14, 2018: The Legacy of the Junior League of Boise with HannaLore Hein

### **ONGOING AND FUTURE PROJECTS**

- Fettuccine Forum presentations for June 2018
- Rehouse A&H Collections
- Developing collections scope for BFD in conjunction with Archives
- Architectural survey of the Vista Neighborhood
- Architectural survey of the Ustick/West Valley Neighborhood



MEMO

June 6, 2018

TO: Mayor Bieter, Ben Quintana, Jade Riley and Arts & History Commissioners  
FROM: Rachel Reichert, Cultural Sites Manager

## SUMMARY

This quarter's work has been concentrated on the James Castle House.

### *JAMES CASTLE HOUSE (JCH)*

- JCH is open!
- *A Place Called Home* Symposium campaign completed
  - Symposium dates April 25-27
  - Public Opening April 28
- Artist-in-Residence Program – Our first AiR moved into the JCH May 22, 2018
- Maintaining all communication and outreach
- Drafting master policy documents
  - AiR contracts/studio handbook, Retail and cash/credit card policies, Facility policies, Visitor policies, Gallery/Exhibits policies
- Exhibit planning, scheduling exhibits for the next two years
  - Opening exhibit install begins February – March 2018
- JCH General Store is fully operational
- Scheduling group tours and school tours
- Offering ongoing daily tours and additional tours to city-staff, neighbors, press, and other organizations.

### *Erma Hayman House (EHH)*

- Property is under the management of A&H
- Beginning general maintenance
- Planning for CUP and other construction preparation
- Program development and interior plans to begin in later summer 2018

### *EDUCATION AND OUTREACH*

- Oversee/ manage communication staff
  - Website
  - Social Media
  - Department-wide design projects
    - A&H Brand management
    - Paid media and other media



MEMO      BOISE CITY DEPARTMENT OF ARTS & HISTORY COMMISSION REPORT  
TO:           Mayor Bieter, Jade Riley, and Arts & History Commissioners  
FROM:       Amy Fackler  
RE:           June 6, 2018 Report

## UPDATES

### ***Grant Program -***

- FY2018 Grants –
  - Managed recipient invoices and final reports
  - Tracking events and projects and coordinated marketing opportunities with A&H communications staff (social media, banners, website)
  - Updated website - FY2018 Grant Recipient events
  - Attend recipient events – see the Arts & History event calendar for information on events: <http://www.boiseartsandhistory.org/events/#/>
  
- FY2019 Grants
  - Finalized online application
  - New grant program branding design completed
  - Finalized informational materials and criteria
  - Held three training workshops for application process and criteria
    - One filmed to be available online
  - Finalized panelists; developing training materials (for June 25 meeting)
  - Field queries about grant program and meet with potential grant applicants to go over proposals and determine feasibility with our program.
  
- Funding Resources – Continue identifying potential opportunities for local residents; began promoting on website

### ***Other***

- Edited variety of department documents and materials
- Worked shifts for James Castle events (April 26-28, 2018)





**BOISE CITY  
DEPT OF ARTS  
& HISTORY**

May 29, 2018

TO: Mayor Bieter, Jade Riley, Scot Ludwig, and Arts & History Commissioners

FROM: Stephanie Milne-Lane

RE: Archives Program Report

### **SUMMARY**

This quarter's work has concentrated on acquisitions and preservation work.

### **PROJECTS**

- Communicated with donors;
- Continued rehousing materials at the Records Management Center;
- Provided content for A&H social media platforms;
- Collaborated with other municipal departments on various projects;
- Provided reference assistance for members of the public;
- Cleaned Kendall facility and continued to maintain integrated pest monitoring system;
- Continued to address accessioning backlog;
- Attend meetings regarding new BPL and A&H facility;
- Processed collections;
- Completed a map survey at the Records Management Center;
- Ordered supplies for processing new archival acquisitions;
- Attended a professional development class put facilitated by the Society of American Archivists

### **SPECIAL PROJECTS**

- Participated in the Southwest Idaho Regional Cultural Partners Meeting
- Began collaborating on an NEH grant with the Idaho State Historical Society
- Attended the 2018 Spring Leadership Summit
- Assisted with the James Castle House Symposium & Grand Opening

