

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

Wednesday, December 5, 2018

11.30 – 1.00. Boise City Hall – Greenbelt Room (3<sup>rd</sup> floor)

- I. Call to Order – Jody Ochoa, Chair
- II. Approve Minutes – October 2018
- III. Administration/General
  - Year-end slide show!
- IV. Reports and Conversation
  - Update Facility (S. Wilson)
  - Update Communications (J. Yribar)
  - Update Public art (K. LeClair)
  - Other project status Q&A (A&H program managers)
- V. New Business
- VI. Adjourn meeting

*Meeting schedule for 2019 (first Wednesday): February 6, April 3, June 5, August 7, October 2, December 4*

*Special hold dates for "as needed" approvals: January 2, March 6, May 1, July 3, September 4, November 6*

Meeting Notes

**Commissioners Present:** Jody Ochoa, Alecia Baker, Jessica Flynn, Al Heathcock, John Hand, Sia Chauhan (student), Nicole Pantiledes (student)  
**Commissioners Absent/Excused:** Dede Ryan

**Staff Present:** Terri Schorzman, Karl LeClair, Catina Crum, Amy Fackler, Stephanie Milne-Lane, Jennifer Yribar, Whitney Evanson, Jennifer Tucker, Brandi Burns, Kristen Hill, Jessi Willey, Makenzi Dunstan, Nicole P., Jennifer Pitino (Legal)

**Guests and Presenters:** Shawn Wilson (PDS), Diane Ronayne (AHAT)

**Call to Order:**

Commissioner Ochoa called to order at 3:32 p.m.

**Approval of Minutes:**

Motion to approve the August 8, 2018 minutes with amended commissioner attendance to reflect Jessica Flynn's excused absence. Baker moved. Flynn seconded. Motion carried unanimously.

**Administration/General:**

**New People:** Terri Schorzman introduced new staff, Makenzi Dunsten (Cultural Outreach and Education Coordinator focusing upon the James Castle House), Jessi Willey (Retail Coordinator for the James Castle House), and mentioned that Jenessa Hansen-Evans replaced Jeannette O'Dell (Department Administrative Assistant) and will be introduced in December. Terri also introduced the new junior student commissioner, Nicole Pantiledes.

**Urban Trails Update:** Terri Schorzman and Brandi Burns provided a brief refresher on the Urban Trails project and turned it over to Jennifer Tucker who presented a summary of the final report. (Jennifer took over where Liz Hobson left off on the project when she left for a full-time position.)

- **Final inventory:** 275 assets, of which 165 are city-owned and 41 are interpretive signs. This inventory includes markers, monuments, and interpretive signs. Ownership is unclear for some assets.
- Assets range in condition from Poor to Excellent.
- **Next steps:** Talk with other departments regarding assets they create or incorporate onto city property to help create awareness about strategies in creating and materials and short and long term care.



- Terri proposed initiating a new full Urban Trails program for the city, but it was not funded for FY2019. Yet have identified a need and recommendations that will require resources to move forward.
- A question regarding other cities' best practices are noted to be included in the Final Report. Staff conducted comprehensive research to other programs as part of this project.

**Reports:**

**Facility Update – Shawn Wilson**

Commissioner Ochoa introduced Shawn Wilson from the Planning & Development Department (PDS) to discuss updates on the potential new facility to house the Library and Arts & History departments.

Shawn reported highlights:

- Schematic design kick-off in October 2018
  - Includes Budget estimate and reconciliation
  - Public input
  - Environmental benchmarking targets
- ASRS procurement – starting
- Contract development for architect and construction manager in progress

Other key milestones in timeline include:

- Concept Design – ended in mid-2018
- Outreach / Fundraising / Design – will continue through mid -2020
- Construction – projected to begin in late 2019
- Opening – unsure, but goal is 2022; exact timing depends on construction phasing

Questions:

- Latest on plan for leaving as is or moving The Cabin (the city-owned building on the property) – still evaluating options will make a decision in the next couple of weeks.
- Public input – the results help inform steps moving forward

**Brand Awareness – Jennifer Yribar**

Commissioner Ochoa introduced Jennifer Yribar who discussed an Arts & History brand awareness campaign for the department. Jennifer noted that for FY2019 there is \$10k budgeted with an additional \$15k contribution from Community Engagement to help the effort. The goal in part centers on identifying and conveying the cultural benefit of living and working in Boise. Staff is currently developing a proposal for \$25k that will go to bid in the coming months.

**Public Art – Karl LeClair**

- Karl presented the FY2019 proposed Percent for Art budget and highlighted some of the eleven upcoming projects slotted for the year.
- In addition, nine FY2018 projects are rolling over into FY2019.
- Karl noted projects with a portion or all of allotted funding derived from other sources (such as Zoo, Public Works, CCDC, etc.)
- Three new potential FY2019 projects were also noted.

Commissioner Flynn asked about strategies to expand public art into neighborhoods throughout the city. Karl noted that funding sources in part confine the locations, but staff will continue to

work with other city departments and their programs, such as Neighborhood Investment Program (NIP) as well as neighborhood associations to identify and strategize for such opportunities.

Commissioner Hand moved to approve the FY2019 Public Art budget as presented. Alecia Baker seconded; the motion passed unanimously.

**Student Project: Refugee Arts Program – Sia Chauhan**

Sia announced she will continue working on the free program initiated last year for refugee students to tour and learn about art at the Boise Art Museum. Students learn about different artistic concepts and make their own art to take home.

**New Business – Terri**

- Commissioner Hand and Commissioner Baker asked about the Foundation for Arts & History that was announced at the 10<sup>th</sup> anniversary of the Arts & History Department celebration on September 19, 2018. Terri Schorzman noted that details need to be tied up, but overall it is an independent 501(c)3 that will remain a separate entity from the city. Staff will be able to request funding that relates to foundation goals, but all decisions and awards will be made by an independent body.
- Commissioner Flynn noted that social media presence for the department is strong and successfully engages audiences. She questioned whether additional information should be provided to commissioners in advance in case questions are presented to them in personal and professional contexts. Jennifer Pitino noted that all information must comply with FOIA standards so to be careful about ensuring records are kept of all communication with the department, regardless of format.

Commissioner Ochoa presented a motion to adjourn the meeting at 5:03 p.m. Flynn moved. Hand seconded. Motion carried unanimously.

Meeting adjourned.

AEF

December 5, 2018

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

**From:** Terri Schorzman

**RE:** Activities: October – November 2018

*General administration highlights*

- **Personnel:** offered two training session for new members of the AHAT team (7); will be posting announcement for a new part-time temp communications assistant; personnel review
- **Budget:** consideration of PC rotation and cost; PBB evaluation; began Finance Forum with DFA team
- **Planning:** continued work on planning documents (citywide and department), attended EMT strategic planning session on future operations,
- **Special meetings and attendance:** served on grants selection team for Idaho Heritage Trust, prepared several letters of recommendation, COOP (continuity of operations) preparation with team; attended special meeting for arts organizations with the deputy consul for Israel – at the invitation of the Boise Committee on Foreign Relations

*Special Projects*

- **Library/A&H team participation:** teams meetings, presentation by AMS team on theater estimates/operational structure, Safdie lecture, fundraising events
- **Hayman House:** DR modification completed; selected roofing materials
- **Two wonderful weeks in England** exploring historic sites and gardens!

**December 5, 2018**

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

**NEW ACTIVITY**

- **A&H/Library Facility:** Project/Budget/Process Recommendation, Call pending design process
- **Hayman House:** \$100,000, Erma's Wall, Call-to-Artist development, Release Call Spring 2019
- **Central Addition Festival Block Public Art:** \$75,000, CCDC Funding, Applications due 12/5/2018
- **Depot Bench Public Art:** \$70,000, NIP Funding, Project Identification, Call-to-Artist development, call release pending communications with Union Pacific and the neighborhood
- **Central Addition Alley Mural:** \$10,000, Samantha Martin, Negotiations with ACHD
- **City Hall Vestibule Public Art:** \$5,000, Finalists selected: Brooke Burton & Lorelle Rau and Goran Fazil, moving into design proposals
- **South 8<sup>th</sup> Street Murals:** CCDC Partnership, location development, Call-to-artist development
- **2019 Treefort Public Art Projects:** \$15,000, 40 applications received, Selection panel scheduled 12/3/2018
- **Boise Visual Chronicle:** \$24,999, Call-to-artist development
- **Westside Park:** CCDC, Parks & Rec, Public Art Opportunity development
- **2017 Fire Stations:**
  - **Fire Station 9:** \$30,000, contract cancelled, funds being reallocated to Collister Neighborhood
- **Mural Guidelines & Application:** Partnership w/ Planning and Development Services, Live on A&H and PDS Websites
- **Sydney's Niche:** Removed from 8<sup>th</sup> & Main escalator
- **Infernum Bestiae:** Repair contractor selected, contract negotiations with Artist and contractor
- **8<sup>th</sup> & Fulton Intersection Mural:** Removed due to material failure
- **Selection Panel Pool:** seeking dedicated artists and arts professionals to bolster selection panels, deadline for applications 12/29/2018



## WORKS IN CONTRACT PHASE/ACTIVE DESIGN/FABRICATION

- **Vista Median Public Art:** \$150,000, Partnership with Energize the Vista Neighborhood & Together Treasure Valley, Saori Ide & Jonathan Russell, Contracting/Final Design
- **James Castle House Public Art:** \$75,000, Kith & Kin by Troy Passey, Final design approval/Fabrication
- **Zoo Boise Gorongosa Exhibit Public Art:** \$15,000, Friends of Zoo Boise, Melissa Chambers, Fabrication, Installation March 2019
- **Public Art Collections Management Policy and Roadmap Update:** Drafts in progress
- **Homage to The Pedestrian:** Patrick Zentz, negotiate future of project
- **Transit Shelters for Vista Neighborhood/VRT Partnership:** 5 Shelters Constructed, 3 Artworks Installed, Need to Find New Fabricator to Install Remaining Artworks
- **Public Works:** \$20,000, Michael Anderson On Contract for Ceramic Treatment on Shade Structure, 2 works installed in September, fabrication in process
- **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 & Karen Bubb progress



December 2018

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

**FROM:** Karen Bubb, Cultural Planner

**RE:** Cultural Plan Implementation

Below are the initiatives I've worked on in the past two months

**Goal 1: Develop Cultural Policy**

- Research and writing of a memo and resolution for the Mayor and Boise City Council to consider regarding relationship building with the Indigenous People of the Boise Valley
- Work with Human Resources, Police Department, and outside consultants to identify unconscious bias and cultural sensitivity training options

**Goal 2: Enhance and Preserve Neighborhood Places**

- Participate in planning meetings for neighborhood cultural plans and Energize programming
- Partner with Dwaine Carver to develop Public Works Public Art Plan

**Goal 4: Partner with Organizations**

- Work with Alexa Rose Foundation to identify low-cost home for Global Lounge and Wing Tip Press
- Meet with Idaho State Museum staff exploring partnership on Native American initiative

**Goal 5: Expand Cultural Resources for Individuals**

- Partner with Alexa Rose Foundation to extend grant program to Boise Valley Native Descendants

October 8	Indigenous People Day event and proclamation
October 8	Present to April VandeGrift's BSU art class about careers in the arts
October 9	Present at APA Idaho Conference about cultural planning
October 12	Present on panel to Wichita visiting group about cultural planning
October 18	Presented on ULI Panel about Cultural Planning
October 30	Participate in ADA training
November 8	Receive Surel's Place Governor's in the Arts Award
November 14	Attend Grant Workshop
November 15	Attend James Castle House training for tours



MEMO

December 5, 2018

TO: Mayor Bieter, 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, and Erma Hayman House.

### *JAMES CASTLE HOUSE (JCH)*

- Artist-in-Residence Program –
  - Planning for upcoming residency with Rachel Rickert (January-March 2018)
  - Micro Residency Program (10 days) launched with two artists selected for October and November.
  - Preparing for 2019 AiR application process
- 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, vision & mission statements, program scopes
- Exhibit planning, scheduling exhibits for the next two years
  - New exhibit install begins May 2019
- JCH General Store is fully operational
  - New staff member hired
    - Jessi Willy, Customer Service and Retail Coordinator
    - Makenzi Dustan, Education and Outreach Coordinator
- Scheduling group tours and school tours
- Offering ongoing daily tours and additional tours to city-staff, neighbors, press, and other organizations.
- Completed application for the National Trust for Historic Preservation Historic Artist Homes and Studios program

### *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

December 5, 2018

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

**From:** Amy Fackler

**RE:** A&H Grant Program Update

### SUMMARY

FY2019 Grants underway; workshop presentation for artists seeking funding

#### FY2019 Grants

- Began promotion of grant-related events and update event calendar posts
- Processing invoices
- Tracking and following up with grant recipients regarding Agreement, W9, invoices, and event dates
- Planned and hosted workshop for artists on how to plan for and seek grant funding; initiated collaboration with Idaho Commissions on the Arts and the Alexa Rose Foundation to bring Gigi Rosenberg to Boise
- Sent survey to workshop attendees; analyzing responses
- Attended grant-related events, such as Basque Motzilla sausage audio postcard project presentation; Serenata Orchestra performance (spoke at event); and Colossal Cinematic Showcase



**SPECIAL PROJECTS**

- FY2018 Annual Report – working on draft; expect printing date for January – February 2019
- Attended Contribution Managers Meeting (October 19, 2018)
- Begin planning Mayor's Awards – 2019
- Begin planning future trainings/workshops
- Editing – interpretive panels, history press releases, copy for public art labels
- Research other potential cultural grant opportunities for individual residents and organizations based in Boise and post on website

**BOISE CITY  
DEPT OF ARTS  
& HISTORY**

December 1, 2018

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

FROM: Josh Olson, Cultural Asset Program Manager

RE: Public Art Maintenance and Conservation

**Summary**

Currently the City of Boise has an estimated 681 public art assets/ locations in the city collection(s). Preventative and corrective maintenance schedules are in full swing for winter. Special thanks to Airport, Public Works, Parks and Recreation and Government Buildings for their efforts to assist in the care and conservation of these one-of-a-kind city assets.

**Current/ Completed Priorities**

**Neighborhoods:**

The mosaic roundabout titled "Infernum Bestiae" by Reham Aarti and Anna Webb was deaccessioned by council and will be removed. Diamond Construction LLC. submitted the winning bid to remove the concrete and replace the roundabout. Under council directive, staff is hiring the original contractor Reham Aarti to salvage her artwork tile before construction begins.

**Public Works Boise Watershed:**

The Mosaic titled "A Perfect World" by Reham Aarti, showed signs of extreme decay. The artist successfully repaired nearly 42 linear feet (11.2 square feet) of failing tile. Causes of failure: poor material choice for location, standing water, artists designed drainage points.

**Parks and Rec.:** Preventative inspections, cleaning and repairs completed on nearly 40 works in our parks system since spring. Special thanks to Toby Norton and his team for their continued assistance.

**Airport:** Art lighting installed on bronze entrance sculptures to enhance the visitors. Art glass/murals and installations, Terrazzo floor are on cleaning contract schedules set forth by Airport. Other installation and artworks being monitored by A&H. Special thanks to airport staff for their reliable help.

**Downtown:**

- a. All 250+ artworks and traffic boxes have been inspected, cleaned twice since FY18 began.
- b. Removed the ACHD/ intersection mural titled, Reflections by Jason Keeble, at 8<sup>th</sup> & Fulton. The artist was under warranty at his cost for removal. Improper material choice was the reason mural failed.

**City Hall West:** Police and Fire memorial wall being monitored for continuing cracks and decay.

**Winterization:** The increase in rain and colder temperatures take their toll on the outdoor collections. Snow melt chemicals, plowing, shoveling and sanding will be monitored. Preventative cleaning and repairs will take place when temperatures allow.



**BOISE CITY  
DEPT OF ARTS  
& HISTORY**

November 26, 2018

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

**SUMMARY**

History Division is currently planning the 2019-2020 Fettuccine Forum season. Be sure to join us for the Winter quarter of the 2018-2019 season, outlined below.

- January 24, 2019 – *Boise Counterculture: Roots of an Arts City*, Tully Gerlach, local historian
- February 7, 2019 – *When Activism was Unpopular: The Civil Rights Movement after 1950*, Professor Spencer Crew of George Mason University
- March 14, 2019 – *Idaho in Black and White: Race, Civil Rights and the Gem State's Image*, Professor Jill Gill of Boise State University

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**

- A variety of research requests from the public and internally
- 3<sup>rd</sup> Floor Timeline Wall: timeline content is in design
- Urban Trails—evaluating the cost of maintenance for current signs
- Meeting with neighborhood associations about NIP projects

**ONGOING AND FUTURE PROJECTS**

- Fettuccine Forum 2018-2019 season
  - Designing Winter quarter poster for the Fettuccine Forum
- Write a processing manual for A&H artifacts
- Planning for FY19 presentations and lectures



**BOISE CITY  
DEPT OF ARTS  
& HISTORY**

December 5, 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 organization and outreach.

**PROJECTS**

- Teamed up with BSU on Edit Local event;
- Communicated with donors;
- Participated in American Archives Month (exhibit and social media)
- Provided reference assistance for members of the public and City employees;
- Cleaned Kendall facility and continued to maintain integrated pest monitoring system;
- Finished accessioning backlog;
- Delivered instructional session to Mayor's Council on Children and Youth;
- Collaborated with IT on improving accessibility to archival records;
- Submitted conference presentation proposals;
- Participated in Center for Arts & History planning;
- Provided scanned images for History Programs;
- Attended SHRAB meeting;
- Community outreach;
- Presented FY18 accomplishments to City Clerk's Office team;

**SPECIAL PROJECTS**

- Collaborated with Office of Emergency of Preparedness on Continuity of Operations Plan (COOP);

