



## DEPARTMENT OF ARTS & HISTORY

MAYOR: Lauren McLean | DIRECTOR: Jennifer Stevens

### AGENDA Arts & History Commission

Wednesday, December 7<sup>th</sup>, 2022  
3:30 – 5:00 pm  
Boise City Hall, Greenbelt Room, 3<sup>rd</sup> Floor

Virtual attendance is available. Please visit:  
<https://cityofboise.zoom.us/j/99194398085>

- I. **Call to Order** – John Hand, Chair
  - a. **Land Acknowledgment** – Commission Chair John Hand
  - b. Approve Minutes from November 2<sup>nd</sup>, 2022 (**Exhibit A**)
- 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. Public Art Update – Stephanie Johnson, Public Art Manager
    - i. Informational item only
  - b. Departmental Update and Year-in-Review – Jennifer Stevens, Director
    - i. Informational item only
  - c. Acknowledgment of Commission member Alan Heathcock’s end of service
    - i. Recognition of two terms (six years) served
- III. **Adjourn Meeting**

**Note:** Social with light refreshments and libations to follow.



# MEMO

**TO:** Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners

**FROM:** Travis Jeffres

**CC:** Jennifer Stevens

**DATE:** 11/29/2022

**RE:** History Programs Update

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## HISTORY PROGRAMS UPDATE

In November, history's efforts focused on the Fettuccine Forum, Boise History: A Timeline brochure series, *Fighting Bob* series of children's books, the history website, the oral history initiative, Planning and Development Services's Design of Boise project, and planning for the American Association for State and Local History 2023 Annual Conference, which Boise will host September 6-9, 2023.

### Fettuccine Forum

- Hybrid format (in-person and virtual) has enabled us to expand our reach while also providing an in-person programming experience. October's and November's forums were both well attended with 132 and 130 participants, respectively.
- The Forum returns on February 2, 2023 with "Out in Idaho: Queer Spaces beyond Boise," feat. Prof. Lisa McClain (BSU) and Rachel Taylor

### Design Boise Collaboration with PDS

- Arts & History is pleased to participate in PDS's Design of Boise Project. On November 8, Director Stevens and the history programs manager delivered a presentation to the project team outlining significant historical developments in Boise's history—especially those that impacted the landscape and built environment. This presentation was a jumping off point for discussion of the "interpretive framework" we will use to integrate history and culture into the project. The framework settled on was "People, Water, and Transportation."
- The history programs manager will also produce a proposal further specifying how history and culture can contribute meaningfully to the Design of Boise project going forward.

### Publications

- Boise History: A Timeline brochure series is in the designer's hands for final review. Next steps: history staff and department leadership will strategize about marketing and distribution.
- *Fighting Bob* books: history met with outreach and education as well as the director to determine marketing and distribution strategy. The layouts are in designer's hands for final edits, and printing is lined up with Hi-Tech Color.

### History Website

- The history programs manager input the project into the Enterprise Portfolio system. Will update Wendy Ellestad on Discovery related work so it can be put before EMT for Starts Pipeline when advisable.
- History staff met with the director to determine a "launch strategy" that prioritizes content that advances the mayor's initiative of Creating a City for Everyone.

### Oral History Initiative

- History programs manager is undergoing training in oral history and assembling a list of resources for training purposes.
- Currently devising a project design that will organize our approach to oral history interviews with members of Boise's Chinese community and their descendants.
  - This involves research of the subject matter (Chinese history in Boise and the West), narrator-specific research, question formulation, and scheduling and conducting interviews.

### AASLH 2023

- American Association for State and Local History is coming to Boise in 2023. An estimated 900 history professionals will attend, providing an opportunity for A&H staff to demonstrate the power of history and the arts to define place and community.
- Arts & History will do this with the following panels, events, and tours:
  - Public Art & History 1.5 hour walking tour (focusing on "un-heard" histories)
  - Erma Hayman House & James Castle House half-day tour experience
  - History of Irrigation and Reclamation in Boise half-day tour
  - Idaho City/Mining half-day tour, in partnership with the Boise Basin Museum and/or the Idaho Museum of Mining & Geology (details TBD)
  - Arts & History Community Engagement roundtable (focusing on participatory research and archiving, and highlighting A&H's collaborative, community-based approach to launching the Erma Hayman House)





# MEMO

**TO:** Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners  
**FROM:** Kristen Hill, Interim Cultural Sites Manager  
**CC:** Jennifer Stevens, Arts & History Director  
**DATE:** 12/5/2022  
**RE:** Cultural Sites Program Update

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## SUMMARY

This quarter's work was concentrated at the James Castle House (JCH) and Erma Hayman House (EHH).

## JAMES CASTLE HOUSE

Marc Dombrosky is in residence at the James Castle House for a Short Stay term, from December 2-12, 2022. He will host one open studio Saturday, December 10 from 11:00-1:00.

### Upcoming Residents

- Amanda Hamilton, January 6-16, 2023
- Maria Michurina, February 8 – April 19, 2023

### General Store:

The James Castle House General Store will have a sale December 8-10. All items in-store and online will be offered at 15% off.

### Exhibition:

We will be installing a new exhibition in January, titled Hearth & Home. This exhibition focuses on the James Castle works made with soot and spit in the CoB collection. The James Castle House will be closed to the public January 2-11 to allow for exhibition turnover (regular open hours only span 3 days). This exhibition will be up until the end of June, 2023.

- Ways Of Knowing, February 3 – December 31, 2022
- Hearth & Home, January 12-June 24, 2023

### Events:

- Free Gallery Tours (daily)
- 12/8 - 12/10- General Store Sale
- 12/10- Marc Dombrosky Open Studio 11am-1pm

- 1/14- Amanda Hamilton Open Studio 11am-1pm

### **ERMA HAYMAN HOUSE**

- EHH public hours are currently being staffed with support from the entire A&H Department.
- Exterior additions of gates and shade sails in progress with Guho.
- EHH Program Coordinator Position is closed, and interviews have been conducted. We are hoping to have a applicant locked in by December 9.
- Pilot internship is underway, slated to begin in January.
- Copy and images for exterior interpretive signage is in progress.
- SJ and KH are working on the plan for lighting “The Memoirs of Erma Hayman.”





# MEMO

TO: Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners

FROM: Stephanie Johnson

CC: Jennifer Stevens

DATE: 12/5/2022

RE: Public Art Program Update

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## PUBLIC ART PROJECTS:

- **West Valley/Ustick NIP Public Art Project:** \$100,000-\$120,000; Redwood Park, Selection Committee has met three times, working on drafted RFP, consulting with purchasing to determine formal bid process and timeline
- **“ABC’s of Public Art” Book:** \$9000; Malia Collins, Stephanie Inman, Arlie Sommer; Project Implementation – final layout & edits
- **Pioneer Cemetery Kiosko/Mexican Pioneers Plaza:** \$20,000; Friends of Jesus Urquides, Design Phase - we have a design concept, working with design team to refine and modify, working toward final design
- **Airport Public Art Plan:** Airport Percent-for-Art; Amy Westover, content is with the designer for final layout and graphic design
- **Central Bench Transit Shelters:** \$5,246 (NIP), Installation on hold, waiting for transit shelter to be constructed
- **FY 2023 (and beyond) Planning for upcoming percent for art projects!**
- **Linen Fence 2023:** \$5000
- **Projection Art Pop-up** – development and planning stage, possible pop-up in early Summer ‘23
- **BVC:** Experimenting with elevator wraps at three city building locations
- **CCDC Projects**
  - **Old Boise Blocks – 2 opportunities:** \$165,000
  - **521 Grove St. Park:** \$400,000
  - **EHH/River Myrtle:** \$100,000; EHH signage (Kristen), Lighting for Memoirs of EH, Public art opportunities
  - **Linen Blocks on Grove:** \$150,000; 2 Artports, billboard sign



# MEMO

**TO:** Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners

**FROM:** Danielle Grundel

**CC:** Jennifer Stevens

**DATE:** 12/5/2022

**RE:** Archives Program Update

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## SUMMARY

The Archives Program is focused on foundational work, identifying potential donors, working with departments on identifying municipal records to preserve, and researching a large-scale reformatting project as well as representing A&H on the COOP committee.

### Administrative:

- We have had a few issues at the archives facility this month including chemicals leaking over from a neighboring facility and making staff unwell. Risk and Safety visited the archives and with neighbor. It was determined that they were using chemicals that required specific ventilation which was not installed. They are working on fixing it.
- Badge readers were installed at the Kendall facility by the City's security team.
- Researching the workflows and ordinances of municipal archives and records programs across the country
- Working with Parks on survey of MK's Boise Depot records in preparation for the Depot's celebration

### Interdepartmental work:

- Completed work with the Mayor's office and the Legal department to ensure the City is meeting contract obligations regarding the USS Boise collection
- Wrapping up phase one of the city-wide COOP planning. Will be meeting with A&H staff to finalize essential functions.

### Processing:

- MS049, Adrian Godfrey Collection is processed. Adrian Godfrey was a longtime Boisean resident who performed with the Boise Philharmonics and Boise Elks Gleeman. He wrote poetry and worked with and retired from Boise Cascade. The finding aid can be viewed at <https://boiseartsandhistory.libraryhost.com/repositories/2/resources/26>

- MS093, Hitchcock O'Leary Family Papers has been processed. This collection consists of correspondence, ephemera, photographs, newspapers, newspaper clippings, family histories, postcards, and artifacts related to the Boise family from 1890 to 2010. The finding aid can be viewed at <https://boiseartsandhistory.libraryhost.com/repositories/2/resources/58>
- Oral histories collected by A&H have been arranged and uploaded in our catalog. This will be an ongoing project which will include one intern who will start next year. Select audio and transcript files will also be uploaded at the end of the internship. The collection can be viewed at <https://boiseartsandhistory.libraryhost.com/repositories/2/resources/119>

Digitization:

- Digitizing select items from the Congregation Ahavath Beth Israel Collection







# MEMO

**TO:** Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners  
**FROM:** Amy Fackler, Grants Manager  
**CC:** Jennifer Stevens  
**DATE:** 12/5/2022  
**RE:** Board Commission Report

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## SUMMARY

Tracked FY2023 recipients' Agreements, invoices, events, and projects; held four Candid Foundation Center introductory workshops; planning for upcoming grants;

## FY2023 GRANTS

- Tracked timelines and assist recipients as needed; updated spreadsheets
- Promoted grant recipient events/projects (coordinating with outreach and education communications team for social media)
- Answered queries and processed documents for current grant recipients (agreements, invoices, and final reports)

## PROJECTS

- Hosted Candid Foundation Directory introductory funding research workshops (platform available at Main Library; working with library staff)
- Planning mini-flash grant round (early January – February 2023)
- Planning professional fundraising consultant workshop (March 2023)

## OTHER TASKS

- Initiated outreach with community funders
- Co-delivered presentation for BSU arts management class students



# MEMO

**TO:** Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners

**FROM:** Alaggio Laurino, Cultural Asset Program Assistant

**CC:** Jennifer Stevens

**DATE:** 11/29/2022

**RE:** Public Art Maintenance and Conservation

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## Program Updates

The job listing has been posted for Cultural Assets Program Manager and will close on December 30<sup>th</sup>.

## Current Project Updates

**CCDC Westside & River Myrtle Districts Maintenance Plans:** Jennifer Stevens and Alaggio Laurino continue to develop a priority maintenance plan for all artwork in the respective CCDC districts. This plan has identified 28 public artworks and 107 traffic boxes in these districts. 4 artworks have pressing needs including "Bike Trio", "Gentle Breeze", "Botanica", and the Rhodes Park murals. 32 traffic boxes have become faded enough to warrant rewrapping. Maintenance for all the artwork in the two districts until their respective sunset dates in FY26 and FY25 is still being calculated.

**"Bike Trio," Linen District/CCDC River Myrtle District:** Removal, restoration, and new footings are still being planned for this artwork. The artists have been contacted for estimates and availability dates. Construction in this area is expected to run from July to December of 2023. The sculpture will be removed prior, then stored and repaired during this period of time. Because this sculpture stands in the CCDC River Myrtle District, it too is being included in their requested art maintenance plan. A better understanding of available funds would be preferred before plans are finalized.

**"Gentle Breeze", Cheri Buckner-Webb Park/CCDC Westside District:** Ongoing maintenance and repairs to the east-facing swing continues. SRM Manufacturing LLC has been contracted to do extensive repairs to correct the misalignment of the swing. This repair is expected later this winter or in early spring. Signage on the back of the swings discouraging people from pushing them will be added as well. As previously mentioned, this sculpture stands in the CCDC Westside District and will be included in their requested art maintenance plan.

**“Litharacnium”, BODO:** Reinstallation dates remain stalled pending permit approval from ACHD. Due to freezing temperatures and possible snow, installation may be postponed until spring 2023. Contracts with SRM Manufacturing LLC and the artists have been extended until April.

**“History in Motion”, Catalpa Park:** Because ongoing corrosion is causing damage to the sculpture’s base, Alaggio Laurino and Ken Reeves of Parks & Rec are moving forward to replace current soil and mulch with pea gravel to promote proper drainage.

**“Gem Block”, Main St between 10<sup>th</sup> St and 11<sup>th</sup> St:** Renovations have continued at the site. It was agreed the developers would dispose of the sculptures on both sides of the street. So far, they have only removed those on the north side.

**“Slip Stream” & “Reticulated Horizon”, Boise Airport:** The TSA glass wall enclosure was reinstalled as well as the panels relevant to the two artworks. However, the new design calls for one less panel than the original wall. To remedy how this affects the artwork, the panels will be rearrange during the week of December 5<sup>th</sup>.

**Traffic Box Collection:** Periodic inspections and cleanings of the City’s 214 Traffic Boxes continues. Plans to replace all existing aluminum signage with vinyl are moving forward for Spring 2023. One traffic box, “State St. Apts..” by Katherine Bejenova Grimmet, was destroyed in a traffic accident. There are no current plans to file a claim or have it replaced.





## DEPARTMENT OF ARTS & HISTORY

MAYOR: Lauren McLean | DIRECTOR: Jennifer Stevens

# MEMO

**TO:** Mayor McLean, Courtney Washburn, Council Member Lisa Sánchez, Arts & History Commissioners  
**FROM:** Jennifer Stevens  
**CC:** Jennifer Stevens  
**DATE:** December 3, 2022  
**RE:** Update

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### YEAR IN REVIEW

It has been a year of great change in the City of Boise's Arts & History Department. We have had three directors and many new staff members.

Since my arrival in September, I have focused on completing legacy projects and devising a vision for the Department's future, as well as on hiring for vacant positions.

Work that fits in to the overall mission of the city will drive the department's future. Each project we design and implement needs to be able to explain how it helps to create a city for everyone or a clean city for everyone. Our content, programming, and public face will be aligned with those missions.

Please see presentation I gave to City Council on 11/29/22 for details on the year in review.



## DEPARTMENT OF ARTS & HISTORY

MAYOR: Lauren McLean | DIRECTOR: Jennifer Stevens

# EXHIBIT A

## Minutes

### Arts & History Commission Meeting

Wednesday, November 2nd, 2022

3:30 – 5:00 p.m.

Boise City Hall, Tablerock Room, 3rd Floor

ZOOM link: <https://cityofboise.zoom.us/j/99194398085>

**Commissioners Present:** John Hand (Chair), Kris Clegg (Vice Chair), Amanda Ashley, J.J. Saldaña, Melissa Thom, Sophie Squyres, Gaby Thomason, and Catherine Seo

**Commissioners Absent:** Alan Heathcock

**Council Liaison:** Lisa Sánchez (not present)

**Staff Present:** Jennifer Stevens, Amy Fackler, Alaggio Laurino, Kristen Hill, Stephanie Johnson, Jennifer Yribar, and Tyler Powers

**Public:** None present

- I. **Call to Order** – Commission Chair John Hand called the meeting to order at 3:36 p.m.
  - a. **Land Acknowledgment** – Commission Chair John Hand
  - b. **Approved Minutes** from the most recent September 7, 2022, meeting (**Exhibit A**)
    - i. Commissioner Clegg makes a motion to approve. Commissioner Saldaña seconds.
    - ii. No comments, none opposed. Motion approved at 3:38 p.m.
- 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. **Public Art Program Update and Project Highlights** – Stephanie Johnson
    - i. Update on Linen Fence installation on October 11<sup>th</sup>
      1. “Familiar Comforts” by Rachel Mayer
        - a. Comprised of polyfill and rip-stop fabric to create a three-dimensional effect
        - b. As part of the contract, this commission’s exceptions were noted: at the end of the installation next fall, the department can give the piece back to the artist or choose

to keep it; the choice is up to the department and the Public Art/ Care and Conservation teams.

- ii. 8<sup>th</sup> St Greenbelt mural on October 19<sup>th</sup>
  - 1. “E Pluribus Unum (Out of Many, One)” by Addie Boswell
    - a. The artist came up with the title after the mural was finished.
  - 2. Over 50 volunteers from October 12-19
  - 3. 100+ hours of volunteer time
  - 4. Project had great energy
  - 5. Volunteers consisted of students from Boise High and members of One Refugee, Interfaith Sanctuary, and passers-by
  - 6. Two coats of anti-graffiti coating were applied to the mural.
    - a. Commission Chair Hand asks, “Was that something the artist did or you did?”
    - b. Stephanie Johnson replied that she’d made it part of the artist’s contract and told her what to use.
- iii. Photos of “Memoirs of Erma Hayman” Wall
  - 1. Artist: Vinnie Bagwell
  - 2. Two-day installation process
  - 3. A total of eight pieces on the wall
    - a. Commission members applauded Stephanie on a job well done
- b. **Department Update** – Jennifer Stevens, Director
  - i. Presented Powerpoint to provide an overall look at what she is doing and why/ understand at a holistic level why certain things are being addressed first
  - ii. Minor tech glitch at 3:50 p.m.
    - 1. Wrong presentation showing; corrected
  - iii. Will be having an offsite meeting on Nov 15th to look at long-term goals for the department
    - 1. Director Stevens will share the results of the department-wide evaluation/Clifton Strengths Test with commission members
  - iv. Round of applause for Kristen Hill’s promotion to Cultural Sites Manager



- v. Working on mission statement, department narrative
  - 1. Tyler Powers, Legal: In regards to CCDC and the narrative, will need to include Legal in these conversations
  - 2. Alaggio Laurino concurred.
  - 3. Director Stevens and Jennifer Yribar have talked about prioritizing the creation of our departmental narrative in the year to come.
- vi. Commission Chair Hand recommended having this kind of update more often.
  - 1. It addresses gaps that have come up from COVID.
  - 2. Any other questions or comments for Director Stevens?
    - a. JJ: As a board member, I really appreciated being asked to be part of the booth at Hispanic Heritage month.
    - b. JY: I always want to try to improve communication, so please let me know if weekly updates aren't helpful. It keeps our staff organized and hopefully is helpful for commissioners.
- vii. Commission Chair Hand called for any last questions or comments for the Commission.
  - 1. Kristen Hill asked commissioners to please share the position open for the EHH House.
  - 2. Jennifer Yribar encouraged everyone to show up at the Fettuccine Forum next week.
    - a. Highly encourage you to join our fall resident at JCH
    - b. Their final virtual presentation is this Friday, and their last open studio is this Saturday
    - c. Commission Chair Hand remarked that pre-Covid, there would be at least three or four members present at activities
      - i. "As a commission, this is one way we can prove our support for the team."
      - ii. "The activities are never a waste of time. Let's be as supportive as possible."



1. Commissioner Ashley asked if there is a way to get calendar invites for some of these events and if there are specific events to turn out in force for, to please let her know!
  - a. Jennifer Yribar reminded commissioners of the Weekly Updates she send out to staff and commissioners with relevant, timely information on it.

III. **Adjourn meeting** – The next Arts & History Commission meeting will be held on December 7<sup>th</sup>, 2022.

- a. Commission Chair Hand asks commissioners to offer a motion to adjourn.
  - i. Commissioner Clegg offers a motion; Commissioner Thomason seconds.
  - ii. No discussion; all in favor. So moved at 4:41p.m.

