



MEMORANDUM

TO: Arts and Culture Commission

FROM: Kylie Bagley, Assistant Planner
Brittany Rakowitz, Assistant Planner

DATE: December 13, 2018

RE: Arts and Culture Commission Meeting

The next meeting of the Arts and Culture Commission will be held on December 19 at 5:00 p.m. in the City Commission Room, City Hall. If you are not able to attend, please contact staff at 701.241.1474 or planning@FargoND.gov. Thank you.

ARTS AND CULTURE COMMISSION
Wednesday, December 19, 2018 5:00 p.m.
City Commission Room
AGENDA

1. Approve Order of Agenda
2. Approval of Minutes – November 14, 2018
3. Appraisal Consulting Estimates
4. Utility Box Wraps – Cost Information
5. Public Art Archives .org- database and mobile website of completed public artworks
6. Artist Training Workshop with Moorhead Art and Culture Commission
7. Discussion Item: Outreach
8. Other Business or Public Comments
 - a. Next Regularly Scheduled Meeting January 16, 2019

Arts and Culture Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Saturday at 4:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at www.FargoND.gov/artsandculture.

ARTS AND CULTURE COMMISSION MINUTES

Regular Meeting:

Wednesday, November 14, 2018

The Regular Meeting of the Arts and Culture Commission of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 5:00 p.m., Wednesday, November 14, 2018.

The Arts and Culture Commissioners present or absent were as follows:

Present: Arlette Preston, Deb Williams, Jon Offutt, Tracy Jordre, Joe Williams, Mark Johnson, John Strand

Absent: Denise Kolpack, Denese Odegaard, Tracy Walvatne

Chair Preston called the meeting to order and welcomed Members to the meeting.

Item 1: Approve Order of Agenda

Member D. Williams move to approve the order of agenda. Second by Member Johnson. All Members present voted aye and the motion was declared carried.

Item 2: Minutes: Regular Meeting of October 17, 2018

Member Offutt moved the minutes of the October 17, 2018 Arts and Culture Commission meeting be approved. Second by Member D. Williams. All Members present voted aye and the motion was declared carried.

Item 3: 2019 Meeting Schedule

Chair Preston noted the 2019 meeting schedule within the packet.

Item 4: Christine Jaeger- Creative Plains Foundation

Christine Jaeger, founder and Executive Director of the Creative Plains Foundation, spoke on the foundation and its primary goal to provide opportunities to support at-risk youth in the community. She explained that the foundation works primarily with elementary age children to facilitate early exposure to arts and art education. She stated the foundation works with other organizations within the metro area, providing about 8,000 art experiences annually. Ninety-five percent of the Foundations funding comes from donations by Jaeger's family.

Item 5: Election of Officers

Chair Preston opened the nominations for Chair and Vice-Chair of the Arts and Culture Commission.

Member D. Williams nominated Arlette Preston as Chair. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

Member Offutt nominated Deb Williams for Vice-Chair. Second by Member Johnson. All Members present voted aye and the motion was declared carried.

Item 6: Strategic Planning Workshop Report

Chair Preston presented the Strategic Planning Workshop Report included in the packet.

Item 7: Budget

a. Allocation

b. Re-granting Program

Chair Preston presented the draft of the budget included in the packet and further explained the budget categorizations. Planning Director Nicole Crutchfield noted that the numbers in the draft are a starting point for the Board to discuss.

Member Johnson suggested one of the action items of the workshop – coordination with partners – occur sooner in order for better communications, and requested this be considered for the budget.

Discussion ensued regarding budgeting for restoration and appraisal of public art pieces. Assistant Planner Brittany Rakowitz noted the challenges of locating a qualified appraiser and that it may require resources outside the metro area. Ms. Crutchfield noted that restoration dollars could be discussed further into the year and that the budget could be amended.

Item 9 was heard before Item 8.

Item 8: Hayes Restoration Update

Ms. Rakowitz provided an update on the restoration of the Hayes piece, which has been completed. She also shared an update on the Creative Bike Rack that was hit by a vehicle, and stated Betty Homme, the fabricator, will restore the bike rack.

Item 9: Art Proposal and Criteria for Projects.

Ms. Rakowitz presented the draft document for this item. The Board Members discussed the benefits the Board, arts community, and staff would have with two recurring phases annually.

Chair Preston resumed discussion on the draft budget and noted that \$20,000 may not fund many projects. She discussed the re-granting of dollars to The Arts Partnership over the past several years. Ms. Preston also noted a stipulation could be placed on the dollars so that the dollars allocated fund art that is free to the public, and that the dollars would need to be tracked. Member Offutt asked about current stipulations on the re-granting dollars. Ms. Crutchfield noted that in the past, the dollar commitments have been related to the business aspect. Member Offutt suggested the Board review The Arts Partnership's entire budget. Chair Preston noted that the Board could request the entire budget, but that there could only be stipulations on money re-granted by the Board.

Member Johnson suggested an increase of \$5,000 total for each of the two granting periods, resulting in a reduction of the re-granting to The Arts Partnership by \$10,000. City Commissioner Strand and Ms. Crutchfield discussed curating in the New City Hall.

Member D. Williams requested the changes of \$102,000 for The Arts Partnership and \$30,000 for projects. Member Johnson suggested the remaining \$6,000 be moved to the consulting dollars for publication, and to begin the appraisal process for insuring pieces not currently insured. Member Johnson made a motion to approve the budget based on the changes noted. Second by Member Jordre. All Members present voted aye and the motion was declared carried.

The Board discussed The Arts Partnership re-granting dollars regarding allocation to administrative funds and projects. Member Offutt made a motion to leave the administrative dollars at 70% of the re-granted dollars. Second by Member Jordre.

Discussion continued with Member Johnson suggesting the possibility of deciding the ratios this month and discussing the possibility of stipulations on the project dollars for free access. Ms. Crutchfield noted the need for outreach efforts with recipients, and that this could be noted in a letter of commitment by formalizing public access in line with the Boards goals as part of preparations for following years.

The motion continued with all Members present voting aye and the motion was declared carried.

Member D. Williams made a motion to start discussions with The Arts Partnership regarding a free access public art component. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

Member D. Williams made a motion to approve the Art Proposal and Criteria for Projects. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

Item 10: Brochure/ Leave Behind

Ms. Rakowitz presented on the brochures and requested feedback. Member Jordre noted an update to listed Members.

Item 11: Work Plan

Ms. Crutchfield presented the Work Plan/Action Plan from the October Workshop, and noted that the next step is to identify resource needs and action items per item. Chair Preston noted the Board could take one category at each upcoming meeting to further discuss.

Item 12: Performing Arts Center/ Civic Plaza

Chair Preston, a member of the Performing Arts Center Task Force, provided information on the task force.

Item 13: Other Business or Public Comments

No other business or public comments were discussed.

The time at adjournment was 6:30 p.m.

MEMORANDUM

TO: Arts and Culture Commission

FROM: Kylie Bagley and Brittany Rakowitz

DATE: December 13, 2018

RE: Meeting Report

Item 3) Appraisal Consulting Estimates

Item 4) Utility Box Wraps – Cost Information

Chris Schlepp, BID, provided information on cost estimates for the utility box wraps for future projects. Below is a summary:

Smaller utility box (ex. 2 nd Ave N):	\$400/box	(includes graphics and installation)
Larger utility box (ex. NP Ave):	\$600/box	(includes graphics and installation)

Additional costs: Artist Fee and Administration Fee

Item 5) Public Art Archives

Staff is compiling data for adding to Public Art Archives.org. Additional information will be presented at the meeting.

Item 6) Artist Trailing Workshop with Moorhead Art and Culture Commission

Moorhead Art and Culture Commission has an opportunity to conduct a free workshop for artists regarding public art lead by Forecast Public Art. Moorhead's participation is pending approval, and is still tentative, however, they have reached out to see if the Fargo Arts and Culture Commission is interested in partnering in a co-sponsorship of \$750.

Item 7) Discussion Item: Outreach

Fine Art Appraisal

International Society of Appraisers

The ISA is the largest of the professional personal property appraisal associations representing the most highly trained and rigorously tested independent appraisers in the United States and Canada.

ISA is a not-for-profit, member-driven association, formed to support member needs and enhance public trust by producing qualified and ethical appraisers who are recognized authorities in personal property appraising.

Minnesota Appraisers

Miles Fiterman-

Art, Art - 19th Century, Art - 20th Century, Art - American, Art – European, founder & President of Apprize Art, LLC.

Uniform Standards of Professional Appraisal Practice (USPAP) certified- IRS recognized.

Fee

Open Report- \$2,500

Per Hour Rate- \$500

Minimum expense- \$5,000

Mason Riddle-

American Indian Art, 20th Century Art, Glass, Photography & Photographs, Pottery, Prints/ Minnesota Museum of American Art/ MN Design Center

Uniform Standards of Professional Appraisal Practice (USPAP) certified- IRS recognized.

Fee

Open Report- \$

Per Hour Rate- \$150

All Travel Expenses (travel time, hotel, mileage, fuel)- \$1,200-1,500

Minimum expense- \$4,000

****The expense for services accounts for appraising only the artworks of monetary value within the collection. Artworks of value appraised for \$3,000 or more would be added to the City's insurance coverage.

Components of Determining Value-

Exhibition History, sales history, market of purchasers and sellers, artist popularity, condition, quality, provenance (origin)

Arts and Culture Commission Operating Budget 2019

Total Budget

\$150,000.00

Projects/ Programs	2019		
	2019 Allocation	Amount Paid/Pending	Remaining Budget
Re-Granting			
The Arts Partnership	\$102,000.00		\$102,000.00
		\$0.00	\$0.00
Total	\$102,000.00	\$0.00	\$102,000.00
Public Art Projects			
Public RFQ/Solicitation	\$30,000.00		\$30,000.00
		\$0.00	\$0.00
Total	\$30,000.00	\$0.00	\$30,000.00
City Hall Curating Program			
Consultant Curating	\$8,000.00		\$8,000.00
		\$0.00	\$0.00
Total	\$8,000.00	\$0.00	\$8,000.00
City Buildings Curating Program			
			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Artwork Acquisitions			
			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Maintenance Care			
In-House management	\$1,000.00		\$1,000.00
		\$0.00	\$0.00
Total	\$1,000.00	\$0.00	\$1,000.00
Restorations			
			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
SUBTOTAL	\$141,000.00	\$0.00	\$141,000.00

ADMINISTRATIVE

Education			
			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Retreat/ Workshops			
			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Consulting			
Evaluation Research	\$3,000.00		\$3,000.00
Artwork Appraisal Consultant	\$5,950.00	\$0.00	\$5,950.00
Total	\$8,950.00	\$0.00	\$8,950.00
Marketing			
Printing	\$50.00		\$50.00
		\$0.00	\$0.00
Total	\$50.00	\$0.00	\$50.00
SUBTOTAL	\$9,000.00	\$0.00	\$9,000.00
TOTAL	\$150,000.00	\$0.00	\$150,000.00

Re-Granting	\$0.00
Public Art Projects	\$0.00
Capital Art Projects	\$0.00
City Hall Curating Program	\$0.00
City Buildings Curating Program	\$0.00
Artwork Acquisitions	\$0.00
Maintenance Care	\$0.00
Restorations	\$0.00
Education	\$0.00
Retreat/ Workshops	\$0.00
Consulting	\$0.00
Marketing	\$0.00
Total Spent	\$0.00

MAKING IT PUBLIC

ARE YOU:

Interested in fostering local artist careers?

Making connections between local artists and public art opportunities?

Understanding best practices in public art?

Exploring the creative/artistic process for public artists?

Learning more about how public art projects are implemented?

ABOUT THE WORKSHOP

Making It Public can help! This workshop is for artists of any form, medium, or genre with an interest in turning their private practice public.

This workshop gives artists comprehensive training and support to unpack the public art process, ideation, and implementation. It focuses on individual artistic and creative processes, and gets participants thinking about how their practice is situated within the larger field of public art.

Participants will leave the workshop with a better understanding of their own work, the field of public art, and the many players involved in a public art project.

Looking for longer-term artist support workshops or workshop facilitation training? Check out our other programs for more information!

TOPICS COVERED

This two day intensive workshop will cover:

- How to budget for a project and pay yourself as an artist.
- Local funding opportunities for artists, public art projects, research, and fellowships.
- Examples of project implementation.
- Creative process of participants and project ideation.
- Best practices for collaboration, contracting, and community engagement.
- Site/location analysis, possible partnerships, and team formulation.
- Local and global case studies in public art, placemaking, and community engaged design to draw inspiration for projects and broaden the definition of public art.

ABOUT FORECAST

Founded in 1978, Forecast Public Art activates people, networks, and proven practices to advance the transformational power of arts in public life. Now in its fourth year, Making It Public has trained and coached 60 local artists in all mediums, forms, and genres interested in turning their private practices public.



FORECAST

DETAILS

TWO-DAY WORKSHOP

How Many Participants?

- Up to 30 people

What's Involved

- Presentations on public art and placemaking, including local and global case studies.
- Panel talks, round robin discussions, group activities and personal reflection time.
- Information for artists on how to market themselves and create a business.

What You Get

- Two facilitators for a 2 day workshop.
- A highly engaging, interactive, and reflective workshop for up to 30 people.
- A packet of readings, resources, and tools about public art.

What We Do:

- Create and manage workshop application process.
- Send out invites and information to organizations and individual artists.
- Select participants for the workshop.
- Organize guest speakers.
- Provide resource materials for participants.
- Facilitate the workshop.

What You Do:

- Connect us to artists and arts organizations that can spread the word, or who might be interested in applying themselves.
- Look over application before it is open for submissions.
- Identify space where the workshop can be held.
- Ask questions!

TOTAL COST: \$8000

+ travel expenses for facilitators

