



**City of Traverse City
Traverse City Arts Commission
DRAFT**

**Minutes
Regular Meeting**

August 21, 2019

Second Floor Committee Room

Governmental Center, 400 Boardman Avenue, Traverse City, Michigan

1. Chairperson Hershey called the meeting to order at 3:32 p.m., roll call and announcements

- Present:** Roger Amundsen, Debbie Hershey, Megan Kelto, Matthew Ross, Amy Shamroe, Ashlea Walter

- Absent:** Charlotte Smith

- Staff:** Colleen Paveglio

2. Opening Public Comment
 - a. Mike Sullivan, 402 S. Union, commented on a suggestion to honor Tom Shea with a soapbox in a public park.
 - i. Staff to contact Parks & Recreation

3. Welcome New Member Roger Amundsen

4. Consideration of approving the minutes of the July 17, 2019 meeting.
 - a. **Moved by Shamroe, seconded by Walter, that the minutes of the July 17, 2019 meeting as presented, be approved.**

AIF/MC

5. Project Update
 - a. Signage
 - i. Signage templates are near completion
 - ii. Addition of logo

 - b. Clinch Park Tunnel
 - i. **Motion by Shamroe, seconded by Ross, to enter into an agreement with Image360 for a lighting and panel system for the Clinch Park Tunnel in an amount not-to-exceed \$39,000 as provided by the City Commission's action taken November 19, 2018.**

AIF/MC

- ii. Painting quotes are begin sought

- c. Boathouse Project
 - i. Artist Daniel Roache is seeking confirmation from the metal manufacturer on timeline
 - ii. Meeting with artist and donor was arranged

- d. Then & Now
 - i. Camera Shop will be working on photo restoration
 - ii. Installation anticipated for late September/early October

- e. Pitch Night
 - a. MCACA grant applied for in the amount of \$2,500 with matching funds required.
 - b. Location confirmed at Workshop Brewing Co. on November 7th

- 6. Financials
 - a. The annual budget and upcoming projects were reviewed.

- 7. Old Business
 - a. Website Compliance
 - i. Proposal from One Up Web and FlightPath Creative were reviewed.
 - ii. **Motion by Shamroe, seconded by Walter, to enter into an agreement for with FlightPath Creative to provide web development services for ADA compliance in an amount not to exceed \$2,280.**

 - b. Miscellaneous Items
 - i. Applied to be a part of Shop Your Community Day
 - ii. A meeting with Pride representatives to be scheduled
 - iii. Applied for Pour for More for the 2020 season
 - iv. DTCA Art Project will be shown at at later date

- 8. New Business
 - a. Art Selection Panel Appointment
 - i. **Motion by Shamroe, seconded by Ross, to nominate Amundsen to serve as the Arts Commission representative on the Art Selection Panel.**

 - b. Committee Review
 - i. Pitch Night: Ross, Kelto
 - ii. Development Committee: Hershey, Walter

AIF/MC

AIF/MC

- iii. Communications Plan Committee: **Motion by Shamroe, seconded by Amundsen, to appoint the¹ Executive Committee of Hershey, Walter, and Smith to serve on the Communications Plan Committee**
AIF/MC

 - c. TART: **Motion by Shamroe, seconded by Ross, to appoint Walter, Ross, and Shamroe to the TART Committee.**
AIF/MC

 - d. Collaboration Policy Draft: Staff to work with Executive Committee

 - e. Capital Improvement Plan Draft was provided to the Commission
9. Public Comment
- a. General
 - i. None at this time

 - b. Commissioners
 - i. None at this time
10. Adjournment. The meeting officially adjourned at 5:02 p.m.

Colleen Pavegio
DDA Marketing & Communications Director
Designated Secretary