



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

Minutes

Regular Meeting
Wednesday, October 16, 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, Charlotte Smith, Ashlea Walter

Absent: N/A

Staff: Colleen Paveglio

2. Opening Public Comment
 - a. None at this time
3. Consideration of approving the minutes from the September 18, 2019 meeting.
 - a. **Moved by Shamroe, seconded by Walter, that the minutes of the September 18, 2019 meeting as presented, be approved.**
AIF/MC
4. Project Update
 - a. Signage
 - i. Signage being installed at the Sestok sculptures along the TART and "Public Art" will be added to TART wayfinding signage
 - ii. Verbiage will worked on for the Clinch Park Tunnel and "Public Art" will be added to TART wayfinding signage in the area
 - b. Clinch Park Tunnel Mural
 - i. Preproduction panel completed on October 4th
 - ii. Painting completed
 - iii. Lighting plan tested and confirmed to place perimeter lighting around the artwork and upgrade overhead lighting
 - iv. Layout and order of murals being finalized
 - v. Targeting installation on October 25, 2019 and ribbon cutting on October 28, 2019

- c. Boathouse Project
 - i. Boathouse project is to be installed in May 2020.
 - ii. **Motion by Shamroe, seconded by Walter, that the Traverse City Arts Commission amend the agreement with Daniel Roache for the Boathouse Sculpture Project to provide payment of twenty percent (20%) upon execution of the contract, fifty-five percent (55%) upon completion of fabrication of the artwork, and twenty-five percent (25%) upon installation of the artwork on site no later than May 31, 2020 for a total amount of \$21,500 as provided by City Commission action taken June 17, 2019.**
AIF/MC
- d. Then & Now
 - i. Artwork and layout submitted on October 10
 - ii. Waiting on confirmation for completion and schedule install
 - iii. Tentative ribbon cutting on October 22, 2019
- e. Pitch Night
 - i. March 5, 2020
 - ii. Workshop Brewing Co.
 - iii. 6 - 8 pm
 - iv. Applications: January 21 - February 18
 - v. Art installation: May 2020
- 5. Financials
 - a. Budget review
 - b. Funding discussions to begin for ask to DDA and City Commission in early 2020 to prepare for budget
- 6. Old Business
 - a. Website Compliance
 - a. ADA compliance review and work almost completed
 - b. Report to be provided at the November meeting
 - b. TART
 - a. Discussions regarding Boardman Lake Trail, expected completion in 2020
 - b. Projects at 16th and/or 10th St. trailheads
 - c. Committee to meet before November meeting
 - c. Shop Your Community Day
 - a. November 9, 2019
 - d. Enspire Light Install
 - a. DTCA will support in a not-to-exceed amount for lights and install.
 - b. Plan for 2020
- 7. New Business

- a. Committee Update
 - b. Cardboard Parade
 - a. Committee: Hershey, Smith, Walter
8. Public Comment
- a. General
 - b. Commissioners
 - a. Shamroe: 10th Annual Children's Book Festival, November 9, 2019
9. Adjournment. The meeting officially adjourned at 4:31 p.m.

Colleen Paveglio
DDA Marketing & Communications Director
Designated Secretary