

# MEETING MINUTES



MEETING      **Public Art Advisory Committee**

DATE            Wednesday, April 26, 2017

LOCATION        City Hall Meeting Room B

TIME            5:00 p.m. – 6:30 p.m.

PRESENT        Mike Barker, Stacey Dunnigan (staff), Danna Evans (staff), Daniel Harland, Verne Harrison, Nan Hogg, Nicole Neufeld, Jen Rafter (staff), Jim Taylor, Sally Wismer (chair)

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><b>Welcome</b></p> <p>Danna Evans, General Manager of Culture, Tourism and Community Investment, and acting staff liaison for the Public Art Advisory Committee, introduced Stacey Dunnigan, Manager of Culture and Tourism for the City of Guelph.</p> <p>Stacey will also act as a staff liaison for the Committee.</p>
2	<p><b>Approval of January 09, 2017 meeting minutes</b></p> <p><b>Motion:</b> That the January 09, 2017 Public Art Advisory Committee (PAAC) meeting minutes be approved as amended.</p> <p><b>Moved:</b> Verne Harrison <b>Seconded:</b> Jim Taylor</p> <p>All in favour <b>minutes approved.</b></p>
3	<p><b>Public Art Advisory Committee Terms of Appointment clarification</b></p> <p>Staff reviewed the Public Art Advisory Committee Terms of Reference and the Citizen Appointment Policy with Committee members. Updates to the Committee's Terms of Reference will be made to better align with the Appointment Policy.</p> <p>All Committee members are currently engaged to sit until the end of Council's term in November of 2018.</p>
4	<p><b>Review of proposals for City of Guelph 2017 Artist in Residence program</b></p> <p>Following review of 14 submissions earlier this spring, the Committee shortlisted 3 candidates who were then invited to develop their proposals and attend an interview.</p> <p>After a review of proposals, interview notes and scores, the Committee unanimously recommended awarding the residency to Carolyn Meili.</p>

	<p><b>Motion:</b> That Carolyn Meili be awarded the 2017 City of Guelph Artist Residency project.</p> <p><b>Moved:</b> Verne Harrison  <b>Seconded:</b> Michael Barker</p> <p>All in favour.</p>
5	<p><b>General program assessment for Artist Residency</b></p> <p>The Committee discussed various aspects of the City's Artist in Residence program, such as expectations for community engagement, project timeline, budget, and selection processes.</p> <p>As part of this program assessment, Staff will prepare a survey outlining current processes, best practices and potential options as they relate to program goals, structure and delivery in an effort to develop and grow the program's impact.</p>
6	<p><b>General Updates</b></p> <p>a) <b>Wilson Street reconstruction project:</b> The timeline for a public art commission that will accompany the redevelopment and reconstruction of lower Wilson Street depends heavily on the design-build team recommended based on the results of a re-issued Request for Proposals (RFP) from the City's Infrastructure, Development &amp; Enterprise Services department. A draft Request for Qualifications (RFQ) for the public art component will be shared with the Committee once a timeline is in place.</p> <p>b) <b>Public Art Collection conservation:</b> Conservation of Sculptures, Monuments and Objects (CSMO) will be working on The Family Fountain and Sculpture in the third week of May. This conservation and maintenance will restore the bronze elements of the statue, frog waterspout and dedication plaque to the appearance originally intended by the artist.</p> <p>c) <b>Public Art Collection assessment:</b> CSMO will also conduct structural and surface assessments, and make care and conservation recommendations, for two designated heritage assets that are included in the City's Public Art Collection; The Blacksmith Statue and Fountain and the IODE Memorial Fountain.</p>
7	<p><b>Next meeting date:</b> TBD June/July, 2017</p>
8	<p><b>Next meeting agenda:</b></p> <ul style="list-style-type: none"> <li>• Wilson Street commission RFQ review</li> <li>• City public art inventory review</li> </ul>
9	<p><b>Adjournment:</b> 6:30 p.m.</p>

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	Staff	ASAP	Prepare artist agreement and media release for 2017 Artist Residency.
2	Staff	ASAP	Confirm timeline for Wilson Street reconstruction project.
3	Staff	ASAP	Send out Doodle Poll for next meeting date.

<b>4</b>	Staff	ASAP	Prepare summary of current Public Art assets and distribute electronically for Committee review.
<b>5</b>	Staff	ASAP	Send out draft RFQ for Wilson Street art commission in advance of next meeting for Committee review.
<b>6</b>	Staff	Fall 2017	Prepare survey for assessment of Artist in Residence program and distribute to Committee electronically for completion.
<b>7</b>	Staff	Summer 2018	Update Committee Terms of Reference.