

ArtsCommission Of the City of Rio Rancho

MINUTES

December 8, 2011 6:00 P.M.

City Hall Parks, Recreation and Community Services Large Conference Room

MEMBERS PRESENT: Tracey Blocker Jaymes Dudding Linda Laitner Lois Moreno Paula M. Scott STAFF PRESENT: Jay Hart Dyane Sonier

CALL TO ORDER

Linda Laitner called the meeting to order at 6: 03 p.m.

APPROVAL OF MINUTES: Linda Laitner asked if there was a motion to approve the minutes of October 13, 2011. Paula Scott motioned for approval. Seconded by Tracey Blocker. There was no discussion among the members.

The motion passed by a vote 5 for and none against.

Yes: Blocker, Dudding, Laitner, Moreno, Scott

No: None Absent: Oster

COMMENTS FROM THE PUBLIC (3 MINUTES EACH)

Krysia Napiorkowski who will be appointed to the Commission at the January 11, 2012 City Council meeting introduced herself to the group.

PRESENTATIONS

1. None

REPORTS

- 1. Commission member replacement: Dyane informed the Commission of the two planned appointments to positions that would be vacant after December 31, 2011. Two people will be appointed Kristi McFarlin (District 2) and Krysia Napiorkowski (At Large/Dist. 4), and Dyane described the remaining vacant positions (3, 5, 6). The group discussed the names of potential replacements provided by Linda Laitner, most of whom are in District 6.
- 2. UNM Art Project: Jaymes Dudding informed the group that all three applicants were good, and the presentations were also good. At this time the UNMW LSC members will vote online and will vote for their preferred presentation by December 13, 2011. Tracey concurred with Jaymes' report.

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- 3. HP Art Project: Dyane spoke with Ben Owen from the State office and was told that they were understaffed and had issues with the projects they were currently undertaking so it would not likely be until January that the LSC for this project would receive a schedule or any communication from the State. Dyane hopes to contact all of the LSC members to re-engage them in the project and get them excited about the upcoming process.
- 4. SSCAFCA/Gateway Flood Wall project: Jay Hart told the group that the monuments are up, and staining of the concrete seems to have been completed. The artist needs a warmer air temperature to install their tile work so it will not be installed until the spring of 2012.

DISCUSSION AND DELIBERATION

1. Continued Discussion on revenue opportunities for the Commission.

Linda listed the three items that were discussed in the October meeting - Tracey's presentation of the State Grant, a Mobile Museum and Paula's presentation of the Bravo Awards, Linda was informed that the Mobile Museum was part of the State Grant discussion.

Tracey reminded the group that the deadline for the grant submission had passed but the RRAC art gallery or studio could be funded by next year's grant and the group should continue to work on the pieces of the project and grant application so that the RRAC could turn in a complete application next year.

Paula described the purpose behind continued discussion of the Community Arts Awards (specifically the Bravo Awards held in Albuquerque). She informed the group that the people who worked on this year's awards are still finishing up the year's event and as soon as some time has passed she will get as much information from them about their process, pros and cons, etc. as she can. Linda said that last year their silent auction plus the \$125 per ticket, sponsored portions of the meal and other donations really allowed the group working on the Bravo Awards to really raise a lot of money.

2. Policies and Procedures. Linda asked Dyane what was intended by this agenda item. Dyane said that she had reviewed the past few meeting minutes and had started a list of programs and their related policies and procedures and the group had indicated there was a need to work on and/or complete others.

One example was the NMAIPP - Art on Loan program. Paula asked if the City policy that ensures staff would not move, take or otherwise disturb the art on loan at city facilities - had been approved. Jay said that the idea was approved but the City's Administrative Policy does need to be written. And the group discussed the need for the same for art that is not AIPP artwork.

Tracey said it is something that the RRAC would create and then send to the City Manager for his review and approval.

Tracey reminded the group that she had provided Santa Fe's contracts as examples for various programs. Those contracts, criteria, etc. would need to be adapted to RRAC. RRAC members could update the documents to make them their own so they are ready to go when the RRAC undertakes a similar program.

Jaymes asked where the files are being kept. Dyane said that the files generated by the RRAC during its creation were likely provided to Jay and herself when Matt transferred responsibility for the RRAC from the CVB to the PRCS Department. She is unaware of all of the documents that the group began to discuss, but she will try to verify what is in the file. All meeting minutes are recorded in the City Clerk's office and electronically (pdf and/or

 laserfiche) excluding any attachments to meeting agenda items.

Jaymes said that he felt electronic storage was not adequate and that a paper file of everything the RRAC has voted on and approved is kept.

Linda said that new RRAC members should get a "history binder" of everything the RRAC has done for 5 years is included.

Dyane pointed out that the meeting minutes and Commission presentations to the City Council are all on-line under the RRAC and City Council links by date of the meeting.

Tracey said she envisions two bodies of documents: 1) The History Binder – which also includes the 5 year plan, goals, objectives, 2) Manual that is a living document of policies and procedures, scoring criteria, LSC development process, etc. (examples are those that can be viewed on-line for Denver, Tucson, San Francisco). Linda said that the prospectus, call for artists and scoring criteria used for the SSCAFCA gateway project and modified for the UNM West project – are all templates for future work.

Linda said that the new Commission should take a look at the list and identify what needs to be added to the file. The group also said once they have the documents/templates they would like to add a link to them on the City website under the RRAC. Linda also said that early 2011 she had sent out a list of outstanding action items – based on the previous year's minutes – that were used to support and include this year's goals and objectives. The new Commission should look at these items, the 5 year plan and 2011's minutes to see what action items remain.

OTHER BUSINESS

Jay reminded the group that the Commission would need to elect new officers at the January meeting.

Chuck Lathrop – member of the public – (1761 14th St. SE, Rio Rancho, NM) said that he had applied to the RRAC, but had not received any type of verification of receipt of the application or any other feedback. He said that he moved to Rio Rancho in May, 2011 and has a background as an artist, arts advocated has done/held shows etc. He said the website shows only three filled positions and 4 vacant positions, and he feels that the City would make more efforts to fill those vacant positions. Dyane said that the "At Large" position on the RRAC had been scheduled for appointment before Mr. Lathrop's application was received and the District position where he lives is already filled.

Linda informed Mr. Lathrop that the Commission has 7 members with staggered terms to try to avoid too many vacancies while replacements are being appointed. She said that three RRAC members' terms were up and they did not seek reappointment. She said that she officially resigned her position, making the 4th vacancy. Mr. Lathrop said he is very interested in helping the City of Rio Rancho and the RRAC. Dyane mentioned he could always volunteer to be on one of the subcommittees the RRAC has created, as that does not require Council approval or appointment, just appointment by the RRAC. Linda reminded the group of the vacant "Resident" spot on the HP-Project's LSC. She will provide the application to Mr. Lathrop via email after the evening's meeting.

Jaymes asked if it would be possible to allow the RRAC to have two at-large members for a limited period of time to ensure quorum and action by the RRAC. Dyane said she would ask the City Clerk's office.

Linda briefly described the difficulties of advertising vacant RRAC positions – and Tracey reminded the group that there is already an established press release (from when the Commission was created) and Dyane said she would see if the vacancies could be posted on Channels 15 and 22 (public access channels) along with the Commission's meeting notices.

Linda told the group that she wanted to thank the RRAC members and staff for their efforts and hard work. She said they have met many of their intended objectives, and they should be proud of it. Jay echoed her sentiment.

ADJOURNMENT

ATTEST:

Linda Laitner made a motion to adjourn the meeting. Paula Scott seconded. There were no comments from the Commission.

There being no further business to come before the Commission, the meeting adjourned at 7:12 P.M.

APPROVED THIS 812th DAY OF JANUARY, 2012

Jaymes Dydding, Vice -Chairperson

Colyane Ch. Johns

Dyane Sonier, Resource Development Manager