MINUTES: Arts Advisory Commission
Tuesday, August 26, 2008 – 5:15 p.m.
The Stable at Whitehern Historic House & Garden

CHAIR: Renee Wetselaar        MINUTE TAKER: Elizabeth Wakeford

PRESENT: Renee Wetselaar, Josefa Radman, Nancy McKibbin Gray, Gary DePodesta, Anne McLean, Karen Logan

Also Present:

REGRETS: Patti Randazzo-Beckett, Jahan Zeb, Eli Tshibwabwa, Brian Lane

ABSENT:

1. ACCEPTANCE OF AGENDA

Approved: Josefa Radman    Seconded: Nancy McKibbin Gray

That the 08/26/2008 agenda of the Arts Advisory Commission be approved as circulated.         CARRIED.

2. DECLARATION OF INTEREST

3. APPROVAL OF MINUTES – 07/22/2008 (attached)

Approved: Gary DePodesta    Seconded: Anne McLean

That the 07/22/2008 minutes of the Arts Advisory Commission be approved as circulated.        CARRIED.
4. BUSINESS ARISING FROM THE MINUTES

4.1 Letter to Brian Kelly re: resignation

Action: Renee to draft letter of thanks to Brian for his participation on AAC and Elizabeth to print on City & AAC letterhead for Patti to sign. COMPLETED.

4.2 Letter from Bryce Kanbara and Brian Kelly re: East Kiwanis Place

Action: Elizabeth to find out when the contract will be awarded and invite representatives from the City to attend the next AAC meeting to explain the process for the East Kiwanis Place Public Art project and respond to questions from the AAC. COMPLETED – representatives to attend October 28th Arts Advisory meeting.

4.3 2009 Budget Submission & Workplan

Action: Sub-Committees to discuss potential enhancements for 2009 AAC budget and workplan. Recommendations to be forwarded to Patti by Monday, July 28th. COMPLETED and recommendations were circulated at meeting.

Action: Renee and Patti to arrange a time in August to meet with Elizabeth and complete the 2009 Budget & Workplan. COMPLETED.

Action: Elizabeth to forward Renee and Patti electronic copies of the budget and workplan from 2008. COMPLETED.

4.4 HYAN Mural

The mural project will receive $10,000 in funding from the City of Hamilton, and it is expected to be completed by the end of October 2008.

5. BUSINESS ITEMS

5.1 Workplan Review

Action: Members to review revised workplan ONGOING

5.2 Hamilton Arts Alliance

Action: Report from Patti Randazzo-Beckett TABLED until September meeting.
5.3 Community Partnership Program

**Action:** Report from Elizabeth Wakeford **COMPLETED.**

The AAC reviewed two potential timelines to complete the 2009 Community Partnership Program – one with adjudication in December and the other with adjudication in January. Renee outlined potential benefits and risks to both options.

**Motion** – The AAC accepts the following timelines for the 2009 CPP process

- **January 3 – 6, 2009** Training completed & applications distributed
- **January 2009** Adjudication
- **February 9 – 13, 2009** AAC to agree to final scores
- **Friday, February 13, 2009** Final scores submitted to Beth

**Approved:** Karen Logan  **Seconded:** Gary DePodesta

5.4 Arts Awards Sub-Committee - Report

**Arts Awards Sub-Committee – Volunteers**
**Chair** - Karen Logan, **Recorder** - Anne McLean, Nancy McKibbin Gray, Renee Wetselaar, Gary Depodesta, Eli Tshibwabwa, Elizabeth Wakeford

**Action:** Report & Action Items from Sub-Committee **COMPLETED.**

Renee has agreed to act as the Coordinator for the Youth Awards and Anne has agreed to be the Coordinator of the Venue & Volunteers. Nancy has agreed to assist with communications as well as providing support the night of the event. Bob Bratina will be asked to reprise his role as M.C. and another community member may be invited to act as the M.C. of the Youth Awards.

**Action:** Jahan to provide Elizabeth with a list of media contacts for Hamilton’s diverse communities. **COMPLETED.**

5.5 Communications Sub-Committee Report

**Communications Sub-Committee – Volunteers**
Josefa Radman, Nancy McKibbin Gray, Renee Wetselaar, Karen Logan, Patti Randazzo-Beckett

**Action:** Report & Action Items from Sub-Committee **COMPLETED.**
Copies of the draft AAC presentation to E&CS were circulated to members for comment. Karen will compile final revisions and send to Elizabeth for review by Anna Bradford.

**Action:** Elizabeth to circulate an electronic copy of the AAC presentation to Council in addition to the hard copy provided at the meeting. **COMPLETED.**

**Action:** Elizabeth to provide follow up information on logo and website to the Sub-Committee. **COMPLETED.**

**Action:** Elizabeth to investigate City protocol for AAC representation at local Arts events. **COMPLETED.**

**Action:** Elizabeth to confirm AAC funds can be used for name tags. **COMPLETED.**

**Action:** Jahan Zeb added as new member of Communications Sub-Committee. **COMPLETED.**

**Action:** Set up meeting for Chair(s) to meet with the Mayor (workplan scheduled for March 2008) Renee to follow up with Patti to clarify next steps. **COMPLETED.**

### 5.6 Education Sub-Committee Report

**Education Sub-Committee – Volunteers**

Patti Randazzo-Beckett, Anne McLean, Josefa Radman, Brian Lane

**Action** – Report & Action Items from Sub-Committee

**Action:** Future presentations from Arts groups will be reminded to keep within established time limits (30 minutes) and provide the AAC with an opportunity to ask questions. **COMPLETED.**

**Action:** Patti to contact The Pearl Company and make arrangement for them to host the September 23rd meeting and make a presentation to the AAC. **COMPLETED.**

**Action:** Patti to provide maps and parking information for The Pearl Company to the AAC. **COMPLETED.**

**Action:** Elizabeth to confirm that AAC funds can be used to pay for members Art Bus registration fee. **COMPLETED.**
5.7 Policies & Plans

5.7.1 Our Community Culture Project

Action: Report from Elizabeth Wakeford COMPLETED.

The next meeting of the Project Steering Team for the Our Community Culture Project is scheduled for Monday, September 8, 2008.

5.7.2 Art in Public Places Policy

Action: Report from Elizabeth Wakeford COMPLETED.

No report.

5.7.3 Public Art Master Plan

Action: Report from Elizabeth Wakeford COMPLETED.

The final report is scheduled to go to E&CS on October 22, 2008 and Council on October 29, 2008.

6. NEW BUSINESS

6.1 Letter to Dora de Perdery Hunt

Dora’s niece has requested that the Arts Advisory Commission send Dora a letter of appreciation for her work on the Arts Awards medallions.

Approved: Karen Logan Seconded: Nancy McKibbin Gray

Action: Elizabeth to draft letter to Dora and to be signed by Renee/Patti.

6.2 Letter to Federal Government re: cuts to Culture and Heritage Granting Programs

The Commission discussed the appropriate way to express concerns about recent cuts to cultural and heritage granting programs.

Action: Renee to circulate relevant background information to AAC members.
Action: Elizabeth to discuss protocol for AAC response with Anna Bradford.

7. ADJOURNMENT

Approved: Karen Logan  
Seconded: Josefa Radman

8. NEXT MEETING

Tuesday, September 23, 2008 at 5:15 p.m. – The Pearl Company