

## Arts Board Meeting Minutes

March 5, 2003

3:30-5:00 PM

Silverdale Annex / Poplar Room  
9729 Silverdale Way, Silverdale, WA

### BOARD MEMBERS

Sharon Zerr - CHAIR  
District #2

Gail Goodrick  
VICE CHAIR  
District #3

Wendy Armstrong  
District #1

Bill Baran-Mickle  
District #1

Judith Craig  
District # 2

Kenneth Lundemo  
District #3

James Smalley  
District #3

Richard Thornton  
District #1

Teresa A. Cochran  
STAFF CONTACT  
tcochran@co.kitsap.wa.us

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Port Orchard, WA. 98366  
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In attendance: Chair Sharon Zerr , Vice Chair Gail Goodrick, Board Members Judith Craig, Bill Baran-Mickle, Kenneth Lundemo, Jim Smalley, Wendy Armstrong, and Richard Thornton; Staff Teresa Cochran.

#### I. Call to Order

- a) Meeting was called to order at 3:35 by Sharon Zerr.

#### II. Read and approve minutes of the February 5 meeting

- a) Motion made, seconded, and minutes were unanimously approved.

#### III. Introduce Carolyn Siems

- a) Tabled until next meeting.

#### IV. CENCOM Project Update & Discussion

- a) Tabled until next meeting in absence of CENCOM representative.

#### V. Courthouse Doors

- a) Discussion of the scope of work. Board is concerned about the information flow from project management. Karen Ross was unable to attend a meeting that had been scheduled with her, so the selection committee met without her and posed several questions in an email to her. Several Board members thought her response indicated that she views the artists' role as being limited to the doors and not the awning or entrance. Board wants clarification before a call can be crafted or budget set. Board is also unable to set a budget or schedule until they know what the anticipated cost is for replacing the doors (minus any artwork).

- b) Teresa Cochran will follow up with Karen Ross on the anticipated construction cost for replacing the doors and clarification on the scope of project. Item tabled until board receives more information.

#### VI. Administration Building Update

- a) Teresa Cochran & Sharon Zerr attended a meeting with the artists and architects on February 12 at the courthouse to discuss some of the ideas the artists had about the project. The artists talked about themes that might run throughout the building to tie the art together, bringing some of the stone sculptures inside the building in the way of benches, etc., how the County would get the most bang for the art buck (ways to reduce labor time and increase the number of pieces that would be in the building), and even mentioned the idea that the County might eventually want to use one of the designs they will use in the building as a replacement for the dated County logo. At the conclusion of the meeting, the artists were tasked to prepare proposals with rough budgets to present to the Arts Board at their April 2 meeting. The idea is that the Arts Board would analyze the proposals and prepare a recommendation for the Board of County Commissioners (BCC) after that meeting outlining what each artist would do and what their budget would be.
- b) Following that meeting, Teresa Cochran requested Miller Hull send drawings of the building design (to date) for the artists to use in preparing their proposals. Due to a delay in a meeting scheduled with the BCC, the drawings will be arriving later this week. This delay may impact the artists' ability to produce proposals to present at the April 2 Arts Board meeting. As such, the Arts Board needs to discuss the schedule and whether it needs to be altered. Staff recommendation is to delay the proposal presentation until May 7. Teresa Cochran spoke with Sian Roberts at Miller Hull about this proposed change, and she said it would work very well with their schedule. Miller Hull will meet with the BCC next in mid-April and they have too much on the agenda to include the arts component at that time. They anticipate their next meeting with the BCC will be in June. If the Board reviews the artists' proposals and has a recommendation for contracts to the BCC sometime in June, everything will still be on schedule.
- c) Board unanimously approved moving the artists' proposal presentations until the May 7<sup>th</sup> meeting.

#### VII. Upcoming events/conferences

- a) Gail Goodrick would be interested in attending the pre-conference to the Americans for the Arts 2003 Annual Convention in Portland on June 5-6. She would stay with someone she knows to keep the cost down. Teresa Cochran suggested that Carolyn Siems would also benefit from a conference such as this. Teresa will check with Carolyn as to her interest and availability and get Gail and Carolyn registered for the pre-conference.

#### VIII. Status Reports & Information

- a) Committees
  - i. Image/Design – Wendy Armstrong sent out business cards to everyone. Jim Smalley did not receive his, so Wendy will try re-sending. Sharon Zerr would like to meet to discuss the website. She will email Teresa Cochran with dates and times that will work, and

Teresa will set up a meeting time with Jan Koske and the web coordinator.

- ii. Maintenance – nothing new
- iii. Budgeting & Contracting – committee met to discuss second stage contracts. Teresa has been checking with other jurisdictions on the budgeting aspect, and she is in the process of preparing some recommendations for the committee to review. Teresa will schedule another meeting of the committee to review the recommendations so they can bring them to the full board at the April 2 meeting.
- iv. Media Library - Nothing new.
- v. Gifts & Donations – Nothing new.
- vi. Soliciting Private Funds / Arts Resources – Nothing new.

b) Other

- i. Richard Thornton mentioned an article he saw in the Seattle PI about a Seattle Arts Commission project for the new City Hall. Apparently the City Council and mayor nixed 3 of the art projects proposed for the building after the artists had already been paid for the design portion of the work. He will send a copy of the article to Teresa.

IX. Policies & guidelines sections 10-15

- a) Discussion
- b) Teresa Cochran will make suggested changes.

X. Upcoming meetings

- a) April 2
  - i. CENCOM – Teresa Cochran will check with Dave Magnenat to make sure he will be there.
  - ii. Introduce Carolyn Siems & Board Members.

XI. Meeting adjourned at 5:20