

**Jackson Public Art Commission
Minutes for April 17, 2018 at 5:30 p.m.
10th floor Conference Room City Hall
161 W. Michigan Ave., Jackson Michigan**

Commissioners: Patrick Burtch, Chair Stacy Harrison, Co-Chair Kim Curtis, Secretary Janet Meyer-Jackman, Brenda Pilgrim, Colleen Sullivan and Melissa Morse

Not Present: Olivia Raykovich, Karysa Trombley

Excused: Michelle McClellan

City Liaison: Kelli Hoover

CALL TO ORDER at 5:33 p.m. by Chair Harrison

PUBLIC COMMENT - None

APPROVAL OF CONSENT AGENDA – Motion to approve agenda by Sullivan. Second by Pilgrim. All in favor.

CHAIR COMMENT – Reminder that election of officers will be held at the May 15, 2018 meeting. She will rotate to Co-Chair and work with the new Chair. Secretary will need to be filled, Meyer-Jackman stated that she will be willing to meet with the new Secretary to review duties and process. She also noted that there will be a commissioner vacancy.

ACTION ITEMS

Jackson Community Foundation – Curtis and Meyer-Jackman reported that they met with JCF and that JCF has offered to work with JPAC in support of a sculpture initiative project to fulfill JPAC's grant award since the Rotating Sculpture Project had been cancelled due to insurance requirement issue between the City and contractor Michigan Sculpture Initiative.

Meyer-Jackman reported award funds:

\$6,370.97 Trail Head Sculpture

\$1,365.21 Summer Night Tree Restoration

\$682.60 Signage for Sculpture Initiative

\$682.60 for Marketing of Sculpture Initiative.

Motion to create a Trail Head Sculpture Committee by Co-Chair Curtis, Second by Meyer-Jackman Discussion: A combining both JPAC and JCF funds would give the project monies towards purchase of a Trail Head Sculpture. To comply with JCF award JPAC must seek a Purchase Sculpture Sponsor/Donor in addition to current funding.

This will be a fast paced committee project to be completed by September 30, 2018.

Committee to meet within the next two weeks. Meyer-Jackman will organize the first meeting and stated that she will no longer be serving on JPAC as a commissioner when her term ends in May. However she will serve on this committee to facilitate a call for sculpture and organization

of the project. All in favor on motion. Meyer-Jackman will contact JCF of JPAC decision to move forward.

REVIEW OF COMMISSION APPLICATIONS - None

REVIEW OF NEW PROJECT APPLICATIONS - None

UPDATES

- **FUNDING** – Sullivan reported that JPAC has \$8,322.27 remaining in budget. She recommended that JPAC have a Treasurer to assure correct accountability. She has agreed to work with the city to establish a fund process for JPAC's use, after a fund process is in place, by laws will be revised to include a Treasurer.
- **PROJECTS**
 - POP UP ART PROJECT- Morse reported that the project is moving forward and is currently working on locations within each Ward and panel structural support. She will submit the project to City Council for approval. Installation date has been proposed for May 29, 2018. Budget cost of \$1,500 at this time.

SCULPTURE INITIATIVE –Sullivan, Meyer-Jackman. Sullivan reported that she worked towards a compliant contract with both City Manager Burtch, City Attorney Smith and Michigan Sculpture Initiative. MSI could not meet the City's requirement of liability insurance that indemnifies the City of all costs. Meyer-Jackman stated moving forward leasing sculpture may not be of the best interest to JPAC due to the insurance requirement. She recommended that the City purchase sculpture so that the insurance requirement can be met. She also wanted noted in the minutes that Ella Sharp Museum signed the same agreement/contract that was issued by MSI with no issue.

NEW ITEMS

JPAC commissioners discussed the need to revise JPAC's Ordinance to meet the changes within funds and project requirements currently in place. Sullivan stated that she would be willing to work in it however it will be a slow process.

(Ordinance No. 2016-05, § 2, adopted March 15, 2016, amended Div. 9 in its entirety to read as herein set out. Former Div. 9, §§ 2-351—2-361, pertained to similar subject matter, and derived from Ord. No. 2015.13, adopted April 28, 2015.)

ADJOURN Chair Harrison motioned to adjourn at 6:42, Second by Pilgrim. All in Favor.