

Public Art Advisory Committee
Thursday, March 3, 2016
3:30 PM

City Managers Conference Room
410 E Washington St

AGENDA

Call to order

Public discussion of any item not on the agenda

Consideration of minutes of the February 4, 2016 meeting

Review of revised Public Art Matching Fund Call to Artist and application

Update on development of Public Display Policy

Updates

Other?

Adjournment

MINUTES

PRELIMINARY

PUBLIC ART ADVISORY COMMITTEE

FEBRUARY 4th, 2016

CITY MANAGER'S CONFERENCE ROOM – CITY HALL

MEMBERS PRESENT: Brent Westphal, Sayuri Sasaki Hemann, John Engelbrecht, Julie Seydell-Johnson, Tam Bryk, Ron Knoche

NOT PRESENT: None

STAFF PRESENT: Marcia Bollinger

PUBLIC PRESENT: None

RECOMMENDATIONS TO THE CITY COUNCIL: (to become effective only after Council action)

None

CALL TO ORDER:

Meeting called to order at 3:30pm.

INTRODUCTION OF JULIE SEYDELL-JOHNSON, PARKS AND RECREATION DIRECTOR:

Juli Seydell-Johnson introduced herself as a new member of the committee.

ELECTION OF OFFICERS:

MOTION: Tam Bryk moved that Brent Westphal be elected to chair. Sayuri Sasaki Hemann seconded this motion. A vote was held, with the committee unanimously in favor of Brent Westphal being elected as Chairperson.

MOTION: John moved that Sayuri Sasaki Hemann be elected to Vice Chair. Tam Bryk seconded this motion. A vote was held, with the committee unanimously in favor of Sayuri Sasaki Hemann being elected to Vice Chair.

PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA:

There was no public comment of items not on the agenda.

CONSIDERATION OF THE MINUTES OF THE JULY 16th, 2015 MEETING:

MOTION: Knoche moved to approve the July 16th, 2015 minutes. John Engelbrecht seconded. Motion passed unanimously.

PUBLIC ART MATCHING FUNDS SUBMISSION REVIEW:

Scouts! Q/A: Tam Bryk inquired as to the main focus of the project, which the applicants stated was the publishing of the book. When there was inquiry as to the planning of the trip, the applicants stated that a clear itinerary was planned. Members inquired as to the target audience for this project, to which the applicants said that it was available to all age levels.

Community Bookmakers Q/A: Tam Bryk asked if this project had been done before in the past, and the applicant responded that she had not done it with a homeless population, but with another population. Marcia Bollinger inquired as to the background of the writers working with the applicant on the project. Marcia also inquired to the schedule, and Ron Knoche inquired as to how the participants will be selected. There was also a discussion as to how much funding she had raised.

Space Jam Q/A: There was an inquiry as to the total budget of the project and how much in matching grants was being asked. There was also a discussion as to whether or not this project would have an online presence, to which the applicant stated that the photos taken within the photo booth would be published online. There was also clarification asked for regarding the projections.

Afrosurrealism Conference Q/A: There was an inquiry into the budget, specifically as to how funds would be utilized. The applicant stated that much of the funding would be used for speakers and artist residencies. There was also a question raised as to whether or not public interest is being taken into account, or if the event is geared specifically towards the academic sector. The applicant responded that it is absolutely being tailored for the general public, and that active efforts will be made to attract members from that community.

John Engelbrecht and Sayuri Sasaki Hemann recused themselves from the unding discussion due to potential conflict of interest concerns.

Discussion of Funding: The Advisory Committee came to the agreement that they would be willing to fund the full amount the Community Bookmakers project were asking for. However, if the Community Bookmakers project could not raise that amount to be matched, the Committee would still match the amount raised by the Community Bookmakers project. The Advisory Committee decided to fund the \$1,420 amount that was asked by the Space Jam project, but not the extra \$580 that was asked by the applicant. The Advisory Committee chose not to fund the Afrosurrealism conference. The Committee felt that the specific use of the funds was not entirely clear, that Afrosurrealism was not given context in the Iowa City community, and that more details overall were required regarding the conference. The Advisory Committee chose not to fund the Scouts! project. The Committee felt that the project was too broad in its' audience and that it needed more focus. The Committee wanted to see

more detail and specifics regarding the way the information from the road trip would be adapted for public teaching. Overall, \$2,170 was given out total.

MOTION: Mike Moran moved to fund the \$2,170. Tam Bryk seconded. Motion passed unanimously.

POETRY IN PUBLIC – PAAC REPRESENTATIVE:

Brent Westphal volunteered to become the representative.

UPDATES:

None

OTHER:

No other news.

ADJOURNMENT:

Brent Westphal moved to adjourn the meeting. Tam Bryk seconded. Meeting adjourned at 5:20pm.

Iowa City Public Art Program Matching Fund Program

The Iowa City Public Art program was created in 1997. The Public Art Advisory Committee, which oversees the Public Art program, seeks to promote arts and cultural programs and projects that educate, entertain, and inspire the public and that preserve the cultural heritage and enhance the economic development of our community. Although most artwork and art related programs funded by the Iowa City Public Art Program have been initiated by the Public Art Advisory Committee, it is possible for members of the community to submit beneficial ideas that merit consideration for possible funding/support. The Matching Fund Program is available for art projects (visual, audio or performance based) that are located in Iowa City and accessible to the general public.

CURRENT DEADLINES FOR SUBMISSIONS:

- Friday - April 22, 2016
- Friday - July 22, 2016

Maximum request for matching funds is \$2000.

Submissions are reviewed by the Iowa City Public Art Advisory Committee (PAAC) which typically meets on the first Thursday of the month at 3:30 PM in the Helling Conference Room of the Iowa City City Hall, 410 E. Washington St. Submissions can be submitted to Marcia Bollinger (Marcia-Bollinger@iowa-city.org or 319-356-5237) at the Iowa City Neighborhood Services and Development Department.

ELIGIBLE PROPOSALS:

- Publicly accessible and viewable within Iowa City— on public or private property - approval of the property owner is required
- Murals, sculpture, installations that are permanent or temporary that will withstand human and weather elements associated with the installation location
- Performances (i.e. flash mobs), readings, interactive exhibits
- Video projections, soundscapes, spoken word

ELIGIBLE EXPENSES

- Materials and supplies necessary to create the work
- Wages/stipend for artists/performers to create the work
- Contract labor for installation such as site prep, concrete pouring, tile installation

PROPOSALS AND EXPENSES NOT ELIGIBLE

- Events or performances that are a part of an applicant's regular programs
- Those that do not have the arts as their primary focus

- Those intending to influence public policy or to proselytize a belief
- Those that advertise or promote a for-profit business
- Those for which patrons will be charged admission
- Fees to secure a site (rent, permits, purchasing land)
- Food/Beverages
- Events with a primary focus of fundraising

WHO CAN APPLY

Organizations, schools, individuals and government units located within Iowa City such as:

- Individual artists
- Nonprofit 501(c) (3) arts organizations
- Privately owned/operated businesses

SELECTION CRITERIA

- Verification that the location of the artwork is secured and publicly accessible and complies with the Temporary Display Policy (www.icgov.org/publicart) for those installations occurring on City owned property.
- Ability of the artist/applicant to complete the project within the proposed time frame and budget.
- Commitment of proposed partners involved in the project. Application should include verification of that support and a clear explanation of the responsibilities of each entity involved in the project.
- Ability/willingness of the artist/applicant to make this public art available and accessible to the broader community of Iowa City.
- Ability of the applicant to provide matching funds.
- How well the art project contributes to the identity and vitality of the entire community including the neighborhoods beyond the downtown area.

SUBMISSION REQUIREMENTS

- Application
- One page CV for artists directly implementing the project
- Two pages providing samples of relevant past work or documentation of like-experience and skill.
- Maintenance requirements of physical installations and commitment of applicant to carry out that maintenance for the time period of the exhibit or no less than 2 years if a permanent installation.

IOWA CITY PUBLIC ART MATCHING FUND APPLICATION FORM

PROJECT NAME _____

PROJECT LOCATION/ADDRESS _____

APPLICANT NAME _____

APPLICANT ADDRESS _____

CITY/STATE _____ ZIP _____

PHONE _____ E-MAIL ADDRESS _____

TOTAL PROJECT COST _____ MATCHING FUND REQUEST _____

PROPOSED PROJECT DATE(S) _____

FUNDING SOURCES OUTSIDE OF MATCHING FUND PROGRAM:

Source	Matching fund amount	Committed or Anticipated?
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

BRIEF DESCRIPTION OF THE PROPOSED PROJECT TO BE FUNDED WITH MATCHING GRANT:

EXPLAIN HOW THIS PROJECT IS DEFINED AS "PUBLIC ART" AND DEMONSTRATE THAT THE ARTWORK WILL BE DISPLAYED IN AN AREA OPEN AND FREELY AVAILABLE TO THE GENERAL PUBLIC:

IF THE PROJECT IS A PHYSICAL INSTALLATION, PROVIDE INFORMATION REGARDING SIZE, WEIGHT, MEDIUM, MATERIALS AND INSTALLATION IN ANY OF THE FOLLOWING FORMATS:

- SITE PLAN SHOWING PLACEMENT OF ART ON SITE
- JPEGS, MODELS, OR RENDERING OF PROPOSED ART
- NARRATIVE IF NECESSARY

EXPLAIN SPECIFICALLY WHAT THE MATCHING FUNDS WILL PAY FOR:

DESCRIBE THE INTENDED AUDIENCE FOR THIS PROJECT AND WHAT EFFORTS YOU WILL MAKE TO BENEFIT THE BROADER IOWA CITY COMMUNITY:

DESCRIBE YOUR PARTNERS IN THIS PROJECT AND WHAT ROLE THEY WILL PLAY IN THIS PROJECT (FINANCIAL ASSISTANCE, PROVIDING SPACE, TECHNICAL ASSISTANCE OR OTHER):

PARTNER

CONTRIBUTION

PARTNER	CONTRIBUTION
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(Attach letters of support if available)

EXPLAIN HOW YOU WILL GAUGE A SUCCESSFUL OUTCOME OF THE PROJECT:

**SUBMISSIONS MUST BE RECEIVED BY
5:00 P.M.**

Friday - April 22, 2016 or
Friday - July 22, 2016

MARCIA BOLLINGER
City of Iowa City Public Art Program
410 E Washington Street
Iowa City, IA 52240
MARCIA-BOLLINGER@IOWA-CITY.ORG
319-356-5237

HARD COPY OR ELECTRONIC SUBMISSIONS ACCEPTED

City of Iowa City

Temporary Display Policy and Application

The City of Iowa City wishes to foster the creation and installation of temporary exterior public displays on select public buildings. A limited number of exterior locations are available for the display of posters, banners, sculptures and/or other artwork that promotes community organizations, activities and events and/or shares original works of art. Display locations are hosted by the City as a free service and space is available at the locations listed in Attachment A.

Displays are limited to one month - the first day through the last day of the approved month.

Application Process

Applicants must submit application materials directly to the responsible staff listed on Attachment A no sooner than 8 weeks but *at least* four (4) weeks prior to the intended installation date. The applicant may be required to be available for discussion with staff or the Iowa City Public Art Advisory Committee regarding the proposal. Applications are reviewed on a first-come, first-serve basis. Incomplete applications will not be considered.

Content Criteria/Standards

Displays are intended to:

- welcome visitors
- promote specific community (non-commercial) activities and events
- provide an attractive seasonal display
- note historic events and/or anniversaries of community interest
- share works of original art

Displays are not intended to:

- advertise political candidates or issues
- contain injurious, offensive, or sexually explicit language or pictures
- advertise for commercial business
- solicit for fundraising or charitable contributions
- promote religious holidays or events
- be a performance based event as these are covered under separate policies
- suggest or promote the use of alcohol, tobacco or illegal drugs

Each display shall include as part of the display:

- the name and contact information for the group or individual preparing the display must be part of the display
- specific information about the activity or event (i.e. time, date, and place) If applicable

Installation/Material Requirements:

- Installations must be able to withstand human and weather elements associated with the installation location.
- Installation method must be acceptable to responsible staff so as to ensure a safe, secure display.

City of Iowa City Responsibilities

- Review submitted applications within a timely manner and provide notice of decision no later than 20 calendar days before the proposed installation after application submission.
- Grant applicant sole ownership of the final design and artwork and will not copyright the final design and artwork.
- Provide general coordination assistance with installation, removal, and promotion.
- Provide promotion of the installation as agreed upon with the applicant.

Applicant Responsibilities

- Propose high quality display that responds to guidelines.
- Provide funding for fabrication, installation, maintenance, insurance, deinstallation, and site restoration.
- Obtain necessary insurance policies, as determined by the City's Risk Manager naming City of Iowa City as an additional insured.
- Coordinate with designated staff the installation of display (tools, materials, utilities and equipment not provided by the City).
- Provide information regarding display and creator to the City for purposes of promotion and press releases.
- Monitor and maintain the artwork during the display period.
- Oversee deinstallation of artwork and site remediation. Artwork not removed by the end of the agreed upon dates will be removed and disposed of by City staff.

Determination of Eligibility for Display

The designated department staff will determine the eligibility of the display according to this Temporary Display Policy. Staff may seek the review by the Iowa City Public Art Advisory Committee in order to make that decision. If it is determined not to meet this Temporary Display Policy, the applicant will be informed of this decision, and the applicant will be offered the opportunity to modify the display to meet the eligibility requirements.

Disclaimers

- The City assumes no responsibility for loss, damage or destruction of items on display.
- The City does not accept responsibility for ensuring that all points of view are represented in any single display. Granting of permission to a display does not imply the City's endorsement of content nor will the City accept responsibility for the accuracy of statements made in such display.
- The City reserves the right to refuse display space to displays which, in its opinion, do not meet this Temporary Display Policy.

City of Iowa City
Temporary Display Application

Name of Applicant: _____ Date: _____

Address: _____ Phone #: _____

E-Mail Address: _____

Secondary Contact info: _____ Phone #: _____

Address: _____

E-Mail Address: _____

List of Participants/organizations involved in the display (attach additional sheet, if necessary):

Name	Contact Person	Email/Phone #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Project Title: _____

Proposed Location: _____

Alternate Location: _____

Proposed Start Date of Display: _____

Type of Installation: Mural Canvas Gallery Display Sculpture

Other: _____

For the purposes of determining if the proposal meets the Temporary Display Policy, describe the purpose of the proposed installation:

Materials proposed to be used:

Describe how the display is proposed to be installed:

*****ATTACH A DETAILED IMAGE OF THE PROPOSED DESIGN TO THIS FORM*****
including dimensions and details on where it will be installed

How will the costs of the project be funded?

I agree to all provisions outlined in the Temporary Display Policy. I further agree that no alteration shall be made to the display as described in this application without written approval by the City.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____