

MEETING AGENDA: Arts and Culture Advisory Board

The Corvallis Arts and Culture Advisory Board is dedicated to advocating for, advising, and promoting Corvallis and its creative community.

Date: August 19, 2015 **Time:** 5:30 – 7p.m. **Location:** P&R Admin Office Conference Room

Members and Staff -	
1. Chair	7. Deborah Correa
2. Vice Chair	8. Wayne Wiegand
3. Karyle Butcher	9. Karen Emery, Parks and Recreation Director- Staff Liaison
4. Joey Gomez	10. Frank Hann - City Council Liaison
5. Cynthia Spencer	
6. Lee Ann Garrison	
Items To Be Discussed -	
1	Call To Order
2	Review of minutes – June 17
3	Visitor propositions
4	Elections
5	Outreach - Spencer
6	Arts and Economic Prosperity Study - Spencer
7	Culture Arts Corridor Update - Garrison
8	Oregon Arts Summit - Spencer
9	Public Art Selection Brochure Final Review - Emery
10	Land Development Code for Commercial Development - Emery
11	City Council Liaison Updates
12	Adjourn
Pending Items	
Actions / Notes	
Sub-committee and Project Assignments - Members:	
Marketing & Outreach – Spencer, Correa	
Economic Impacts of A & C – Butcher, Wiegand	
Committee Assignments - Representative(s):	
Materials Mailed:	
Agenda	
A&C Advisory Board Minutes – June 17	
Goals	
Public Art Selection Brochure, Arts & Economic Prosperity V, Oregon Arts Summit	

Next Meeting Date: September 16, 2015, 5:30 P.M. Parks and Recreation Administration Office

DRAFT
CITY OF CORVALLIS
MINUTES OF THE CORVALLIS ARTS AND CULTURE ADVISORY BOARD
JUNE 17, 2015

Attendance

Rebecca Badger, Chair
Wayne Wiegand, Vice Chair
Karyle Butcher
Deborah Correa
Brenda Downum-VanDevelder
Cynthia Spencer
Frank Hann, City Council Liaison

Staff

Jacqueline Rochefort, Park Planner

Guests

Amy Jauron, Economic Development Officer

Absent/Excused

Charles Creighton
Shelley Moon
Charles Robinson
Karen Emery, Parks and Recreation Director

I. CALL TO ORDER. Chair Rebecca Badger called the meeting to order at 5:34 p.m.

II. REVIEW OF MAY 20, 2015 MINUTES. The minutes from May 20, 2015 require the following two changes: Badger stated that corrections are needed regarding statements attributed to her pertaining to OSU representation and coverage. Downum-VanDevelder stated that in Section VII, second paragraph, language should be changed to read, “a representative from the business community.” With these changes, the amended minutes were approved following motion proposed by Downum-VanDevelder and seconded by Correa.

III. VISITOR PROPOSITIONS. None.

IV. AMERICANS FOR THE ARTS NEXT STEPS. Spencer stated Oregon Arts Commission contacted her regarding heading such up, which she informed them would require ACAB's support. Badger stated that 50% of the cost would be paid by the County, and stated participants are asked to pick 17 events and do 50 surveys at each. Badger noted that September 30th is the deadline for signing contracts. Hann encouraged ACAB to contact Visit Corvallis regarding assistance in funding the remaining 50%. Hann mentioned he would contact Nancy Brewer as well. Spencer will serve as ACAB's contact on this moving forward.

V. ANNUAL REPORT. Badger discussed the Annual Report forms, which were circulated. Rochefort stated these would be due back to Emery by July 15th. Butcher noted the CAFA program should be included and pushed. Downum-VanDevelder stated the music venue survey would fall into next year's plan. Rochefort stated Duh's report has not yet been posted to the website, but is in the appropriate hands for such. ACAB's Connect Event and PASC's sunset will each be discussed. The need for access to, and quicker responses from, City Staff will also be noted.

VI. PERCENT FOR ART INITIATIVE UPDATE. Rochefort stated this is still in process with the Administrative Services Committee, who will likely review at their August 19th or September 9th

meeting. ASC will then make their recommendation to City Council.

Additionally, Downum-VanDevelder stated she would follow up with the Music Venue Survey in terms of updates, and also corresponding with Jeff Hino.

Badger stated Rochefort would be involved in presenting the Study, which Emery will first send to City Council.

VII. BOARD MEMBER TERMS ENDING. Badger stated this would be the last ACAB meeting for Downum-VanDevelder, Creighton, and herself. Badger stated that Spencer is willing to serve as Vice Chair. Correa nominated Spencer for Vice Chair, which was seconded by Wiegand, and Correa was voted in unanimously by members present. Badger stated that ACAB members have been queried regarding interest in serving as Chair. Butcher agreed to serve as Chair for one year, if no one else volunteers. Additionally, ACAB will not be meeting in July. Rochefort will speak with Emery, who will email members as to the following meeting.

VIII. STAFF UPDATES. None.

IX. CITY COUNCIL LIAISON UPDATES. Hann discussed the process of the Comp Plan Review Task Force and its relation with City Council.

X. ADJOURNMENT: The meeting was adjourned at 6:45 p.m.

Corvallis Arts & Culture Commission 2014-15 Goals

Updated 8/7/15

Goal	Action	Targeted Completion Date	Progress
<p>1. Promote increased communication and collaboration in the arts and culture community and increased awareness and access in the entire community.</p>	<ol style="list-style-type: none"> 1. Raise awareness of the commission, its role and the value it offers. 2. Build connections between organizations to strengthen the overall arts and culture community. 3. Explore the connection between the arts and the business community. 4. Establish a sustainable foundation for the Corvallis Arts for All program. 	<p>Ongoing</p>	<p>*February 2014- Networking soiree collaboration with Benton County Cultural Coalition. *CAFA materials distributed throughout Corvallis. *Met with performing Arts org, and are holding quarterly meetings. *Held two stakeholder meetings discussing the arts study in 2014 *Held the 2015 Networking soiree</p>
<p>2. Demonstrate and communicate the economic impact of arts and culture to city council and recommend a strategic plan for the city.</p>	<ol style="list-style-type: none"> 1. Determine the economic value of arts and culture in Corvallis. 2. Determine what Corvallis needs to have in place to become a regional arts destination. 3. Identify opportunities to leverage relationships between public, private, non-profit, and business entities. 4. Hold public meetings and interviews to develop an arts and culture action plan. 	<p>September 2014 December 2014 Spring 2015 June 2017</p>	<p>*Albany Arts Commission contacted for a possible joint mtg. *Distributed the Economic Vitality Brief by the American Planning Association *Completed Art Study in Spring 2015 *Complete the Arts & Economic Prosperity V Study</p>

Commission sub-committee members:

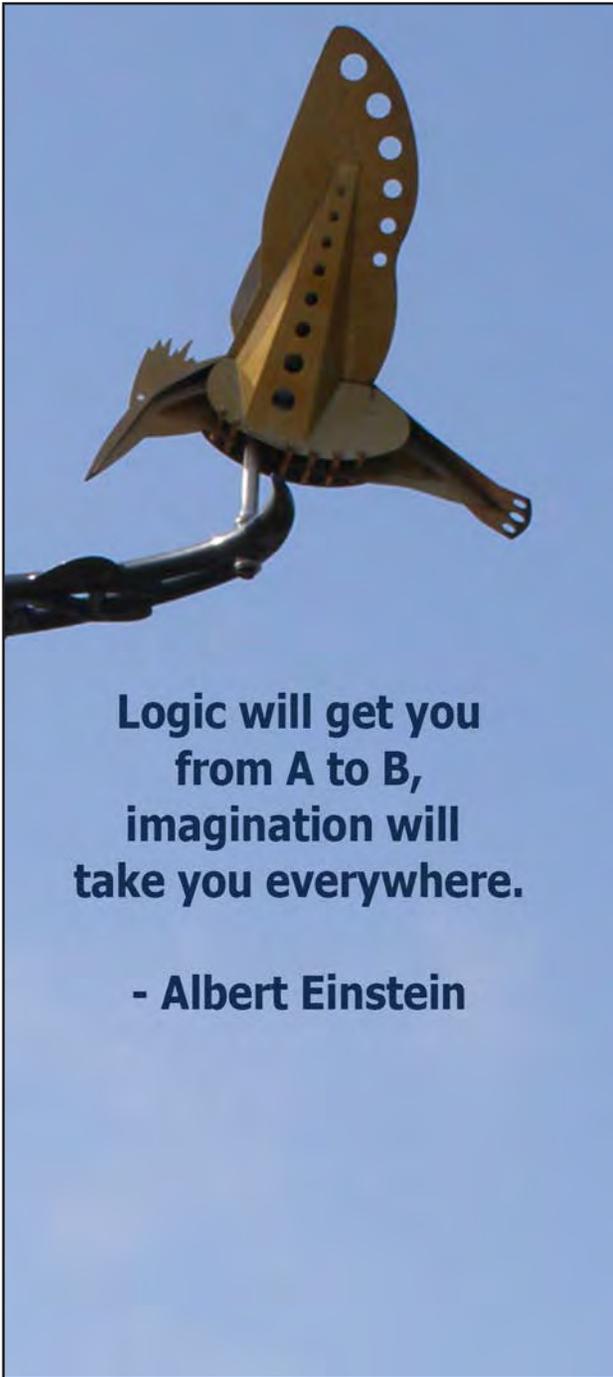
Goal 1: Marketing and Outreach: Cynthia Spencer

Goal 2: Economic Impact: Karyle Butcher, Chair, Wayne Wiegand

Staff liaison: Karen Emery, Parks and Recreation Director

City council liaison: Councilor Frank Hann





**Logic will get you
from A to B,
imagination will
take you everywhere.**

- Albert Einstein

**The Arts & Culture
Advisory Board
(ACAB) is dedicated
to advocating
for, advising, and
promoting Corvallis
and its creative
community**



Questions or for more information contact:
**Karen Emery, Director,
Corvallis Parks and Recreation
541-754-1703**



PARKS & RECREATION

Public Art Public Process

An Artists Guide

**City Council Policy 4.12
Guidelines for
Public Art Selection**



Arts and Culture Advisory Board (ACAB)

Public Art Selection Subcommittee

The ACAB Public Art Selection Subcommittee reviews all artwork to be installed on public property. The subcommittee consists of five members, one of which is an ACAB member. ACAB meets on the third Wednesday of each month at 5:30pm. The subcommittee meets as needed. The subcommittee considers:

- artistic excellence/quality of artwork and craftsmanship,
- relationship of artwork to site and site appropriateness,
- adherence to master plans of existing jurisdictions,
- durability, public contact, and security of artwork, and
- responsibility of ownership/maintenance.



General Guidelines

Step 1: Contact the Parks & Recreation Director to request a time to present the proposal to the ACAB Public Art Selection Subcommittee. The department Director will provide the items to include in the proposal for commissioned art.

Step 2: *For Commissioned Art*

At the meeting, provide 5 copies of the proposal. Plan 10 - 15 minutes for the presentation followed by Q & A. Following the presentation, the subcommittee will discuss the proposal without the artist present. There can be up to three representatives advocating for the proposal during this discussion. The subcommittee will make a recommendation to ACAB. Additional subcommittee meetings may be required.

For Donated Art

Provide the Director with:

- images and description of the artwork including: medium, size, artist's biography and resume
- description and location of placement of the artwork (with map, if appropriate)
- detailed budget and maintenance provisions

The subcommittee will make a recommendation to ACAB.

Step 3: If approved, the proposal is sent to the Human Services Committee (HSC).

Step 4: Upon HSC approval, the proposal is sent to the City Council. If approved, the project can move forward.

Checklist for Commissioned Artwork

- Prior to contacting the P&R Director, contact all parties that may be impacted by the project and obtain approvals, permissions, and letters of support.
- Submit a written proposal to P&R Director with the following details: medium, size, location, budget, maintenance information, project timeline, photos or digital images of previous work, and biographical information.
- Create a maquette, or detailed sketch, to show colors, materials, and how the finished work will fit in the proposed site.
- Provide documentation to support public safety and material longevity claims.
- Consult with P&R Director for insurance and liability information.

It's Time to Plan for *Arts and Economic Prosperity V*!

INCLUDE THE STUDY FEE IN YOUR 2015-16 BUDGETS!

Americans for the Arts seeks more than 200 partner organizations to participate in *Arts and Economic Prosperity V*, our fifth national economic impact study of America's nonprofit arts and culture industry. This study will once again be the largest and most comprehensive of its kind ever conducted! The participating communities will represent a broad geographic diversity, range in size from small rural to large urban, and include emerging as well as established arts communities. Previous partners have included local arts agencies, community foundations, economic development agencies, chambers of commerce, and more. Don't miss your chance to be a part of the next one!

WHAT IS THE COST-SHARING STUDY PARTICIPATION FEE?

- The participation fee is **\$5,500 for local study regions with populations of fewer than 100,000**
- The participation fee is **\$8,500 for local study regions with a population of 100,000 or more**
- The participation fee for multi-county and statewide study regions will be calculated individually and will be based on the complexity of the required economic modeling
- Discounts ranging from \$50 to \$1,000 will be provided to professional member organizations
- This national study is being subsidized in part by the Ruth Lilly Fund for Americans for the Arts, with the goal of making participation affordable in all U.S. communities
- It's important to note that a for-profit consultancy will typically charge three to four times more for a study that utilizes a similar customized methodology

WHEN WILL THE PAYMENTS BE DUE?

The participation fee can be payable in three equal installments spread over three fiscal years. One third of the participation fee will be due in the fall of 2015 (when the contracts are signed). Additional equal payments will be due in summer 2016 and summer 2017.

WHEN WILL THE STUDY BEGIN? *(See next page for detailed project schedule)*

Official recruitment of the study partners will commence in spring/summer 2015. Contracts and initial payments will be due in the fall of 2015. The data collection process will begin on January 1, 2016 and last for 12 months.

WHAT WILL EACH PARTNER RECEIVE?

- Customized proprietary survey instruments (for collecting data both from organizations and audiences)
- Detailed instructions and technical assistance so you can effectively and efficiently collect the information
- An econometric input-output model customized by our economist for the region to be studied
- Detailed, easy-to-understand reports and resources customized specifically for your community
- A significant national and local visibility opportunity for your organization and your arts community

WHAT ARE THE FIVE REQUIREMENTS OF EACH STUDY PARTNER?

- 1) Appoint a primary contact person for the project
- 2) Provide a comprehensive list of the eligible nonprofit arts and culture organizations in the region to be studied
- 3) Follow up with organizations that do not complete our survey (or submit a CDP profile, if applicable)
- 4) Collect a minimum of 800 audience-intercept surveys from arts attendees in your community (note: the required sample size may increase or decrease based on the size and density of the region to be studied)
- 5) Pay your affordable participation fee

TO GET ON THE LIST OF INTERESTED STUDY PARTNERS, CONTACT:

Ben Davidson, Senior Director of Research Services, Americans for the Arts

Phone: (202) 371-2830

E-mail: bdavidson@artsusa.org

ARTS & ECONOMIC PROSPERITY V—PRELIMINARY SCHEDULE

DUE DATE	RESPONSIBLE PARTY	TASK REQUIRED
9-30-2015	Study Partners	The signed project contract is due to Americans for the Arts.
10-31-2015	Study Partners	The initial payment of one third of the participation fee is due to Americans for the Arts.
11-30-2015	Americans for the Arts	Welcome packets are distributed to all Study Partners that include the survey instruments, detailed instructions for the data collection effort, and background information about the study.
01-01-2016	Study Partners	Surveying begins at cultural events taking place in each of the participating communities using the Audience Expenditure Survey.
04-15-2016	Study Partners	The comprehensive list of eligible nonprofit arts and cultural organizations is due to Americans for the Arts. The first quarterly batch of Audience Expenditure Surveys is due to Americans for the Arts.
05-01-2016	Americans for the Arts	The web-based Organizational Expenditure Survey is disseminated by Americans for the Arts to all of the eligible nonprofit arts and culture organizations that are identified in each study region. (Partners in some states will be able to utilize data from the Cultural Data Project. Data collection will still be required from organizations that do not submit a verified CDP profile.)
05-31-2016	Americans for the Arts	The initial deadline for the Organizational Expenditure Survey to be submitted to Americans for the Arts by all eligible nonprofit arts and culture organizations (in non-CDP states).
07-15-2016	Study Partners	The second quarterly batch of Audience Intercept Surveys is due to Americans for the Arts. The final deadline for completion of the Organizational Expenditure Surveys (in non-CDP states).
08-31-2016	Study Partners	The second payment of one third of the participation fee is due to Americans for the Arts.
10-15-2016	Study Partners	The third quarterly batch of Audience Expenditure Surveys is due to Americans for the Arts.
01-15-2017	Study Partners	The final quarterly batch of Audience Expenditure Surveys is due to Americans for the Arts.
02-15-2017	Americans for the Arts	Data entry of all survey data is completed.
03-31-2017	Americans for the Arts	Data analysis and input-output modeling is completed for all participating study regions.
04-30-2017	Americans for the Arts	Study Partners receive a private URL from which to download their customized final reports and other valuable project materials.
5-31-2017	Study Partners	The final payment of one third of the participation fee is due to Americans for the Arts.
June 2017	Americans for the Arts	The local and national findings from <i>Arts and Economic Prosperity V</i> are released by Americans for the Arts in collaboration with all of our Study Partners.

Oregon Arts Summit 2015

About the Summit

Art is a representation of the world we live in and is a form of creative and self-expression that allows us to connect to each other. Art tells our stories, creates communities and enriches our lives.

On October 2nd the Oregon Arts Commission will be hosting the annual Oregon Arts Summit in Ashland, Oregon to open a forum for a creative exchange. How can we all work together to make our communities stronger? We will be discussing Building Public Will and will provide opportunities for you to exchange resources with colleagues in the same region or discipline.

The majority of program content will be held on October 2nd but we invite you to participate in pre-conference programming on the 1st or to stay and enjoy the richness of the region through the weekend.

Who Should Attend

- Arts Organizations
- Board Members
- Art Associations
- Elected Officials
- Art Council Members

Programing Content

October 1st – Pre-Programming
1pm - 7:30pm

- Small Group Programming
- Welcome Reception
- Dinner with the Oregon Arts Commission

October 2nd – Creative Exchange
8am - 5pm

- Opening Session
- Keynote Speaker
- Cross Discipline Conversation
- Three break-out tracks will focus on creative exchanges occurring across the state

October 3rd
9am - 11am - Oregon Shakespeare Festival Production Tour

Why Should You Attend

The Oregon Arts Summit is Oregon's single most important convening of the year for Oregon's

arts community. This is our day together when seasoned professionals and emerging leaders gather together to learn, to share and to exchange ideas. Through this we will build relationships, networks and ultimately strengthen our statewide arts community.

Where is the Summit Located

In order to showcase the richness of art across our entire state we are hosting the summit this year in Southern Oregon. This is an opportunity for attendees to experience the depth and richness of art across this region. We will have artist showcases from this area, opportunities to take art tours, to see shows and to meet Southern Oregon Arts Leaders.

Host Hotel:

[Ashland Hills Hotel + Suites](#)

2525 Ashland St

Ashland, OR 97520

541-482-8310

Discounted rooms are available for Summit attendees. Contact the hotel directly to book your room.

Oregon Shakespeare Festival

The Oregon Shakespeare Festival is generously offering all summit attendees the opportunity to purchase tickets at a 20% discount.

Save 20% on any OSF performance from Thursday, October 1–Sunday, October 4. Buy your tickets online at www.osfashland.org with PROMO CODE 13440 or call the Box Office at 1-800-219-8161 to get your Oregon Arts Summit discount. Offer valid only for performances 10/1/15-10/4/15. Not applicable to previously purchased tickets. No refund/no exchanges. Offer does not apply to C seats.

Registration

Registration is limited and just \$85 a person.

Scholarships

If the cost to attendance is prohibitive to your participation, we offer a statewide scholarship that waives the cost of attendance. We ask you to apply for a summit scholarship [HERE](#).

Arts Tour

On Saturday morning we will have the opportunity for a behind the scenes production tour at Oregon Shakespeare Festival. We ask all attendees who are interested to sign up when you register for the Summit so that we can be sure we have enough tour guides and shuttle services arranged. The tour will be a 45-minute tour of the new OSF production facility. This 60,000 sq. ft. facility houses the scene shop and provides the costume storage for the company. During your tour you will meet production staff, you will learn how a repertory theatre operates and you will see sets for the first four shows for the 2016 season in production. (*Twelfth Night, Great Expectations, River Bride and Yeoman of the Guard*)

Sign up for tours when you [register](#) for the conference.

**Backstage Tours are also available through the OSF Box Office*

Dinner with the Oregon Arts Commission

On Thursday when you check in at the Summit registration you will have the opportunity to sign up for a Commission dinner. These dinners will be at select restaurants around the city and will provide you the opportunity to have an intimate dinner with other arts leaders. An OAC Commissioner or staff member will join you for this evening out. It will be an opportunity to meet new people or reconnect to some familiar arts leaders. Each dinner will be booked from 6-8PM and will be no host. You will be responsible for your own tab. From dinner there is still time to enjoy one of the many performances happening in town. Catch a show, catch a movie or even catch a concert.

For the list of dinners, click on the Conference Activities tab. The sign ups will be available Thursday onsite when you arrive at registration.