



HUMAN SERVICES COMMITTEE

Agenda

Tuesday, March 22, 2011
12:00 pm

Madison Avenue Meeting Room
500 SW Madison

- | | |
|------------------------------------|---|
| Discussion/ Possible Action | I. Corvallis Arts Center Annual Report
(Attachment) |
| Discussion/ Possible Action | II. Public Art Selection Commission Annual Report
(Attachment) |
| Information | III. Other Business |

Next Scheduled Meeting

Tuesday, April 5, 2011 at 12:00 pm
Madison Avenue Meeting Room, 500 SW Madison Ave

Agenda

Willamette Neighborhood Housing Services Second Quarter Report

MEMORANDUM



To: Human Services Committee
From: Karen Emery, Director *KE*
Steve DeGhetto, Assistant Director *SD*
Date: February 14, 2011
Subject: The Arts Center Annual Report

Issue: The Arts Center is scheduled for its annual review before the Human Services Committee.

Background: The City Council allocates funds to The Arts Center for its operations through the annual appropriation of tax revenues (\$83,780 in FY 09-10). As per the current agreement between the City and The Arts Center, dated July 1, 2009, a report describing The Arts Center's effectiveness in organization and promotion is to be submitted on an annual basis. In addition, The Arts Center thru contract with Parks and Recreation provides administration for the Public Art Selection Commission.

Discussion: The Arts Center continues its commitment to addressing the arts and cultural needs of the community. The Arts Center has fostered its own growth by diversifying its revenue stream and developing new partnerships.

The Arts Center offered twenty-nine (29) on-site classes, serving over 330 children. In addition, many partnerships were refined:

- Samaritan Health Services--continued the ArtsCare program which brings art and artists into the health-care and hospice environment.
- School Districts--The Arts in Education program offered 23 weeks of residencies in Linn and Benton County, serving over 4,700 children.
- The Multicultural Literacy Center, Oregon State University, the Corvallis-Benton County Public Library, and the Corvallis Environmental Center--offered Globetrotters Arts and Culture Camp.
- Corvallis Parks and Recreation Department, Corvallis School District, Corvallis Public Library, the Corvallis Environmental Center, Leadership Corvallis (a regional home school group), Corvallis Fall Festival and daVinci days--offered a variety of art focused programs.

In addition The Arts Center Exhibition Program offered ten (10) local, regional and national exhibitions in the Main Gallery and eleven (11) exhibitions featuring the work of community art guilds and guest artists in the Corrine Woodman gallery.

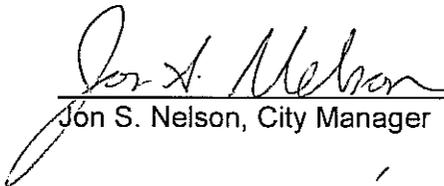
The community continues to demonstrate support by volunteering over 4,000 hours to support The Arts Center programs.

The ArtShop supports over 183 local and regional artists offering a professional marketplace to show and sell their work.

The Arts Center has continued to maintain diverse revenue streams which include funding from the City of Corvallis, the Oregon Arts Commission, Oregon Community Foundation, The Collins Foundation, Benton County Cultural Coalition, Samaritan Health Services, Cascadia Foundation, Franklin Conklin Foundation, Corvallis Kiwanis, grants, endowment funds, memberships, sponsorships, donations, class fees, ArtShop and gallery sales.

Recommendation: Staff recommends that the Human Services Committee recommend to City Council to accept The Arts Center Annual Report.

Review and Concur:



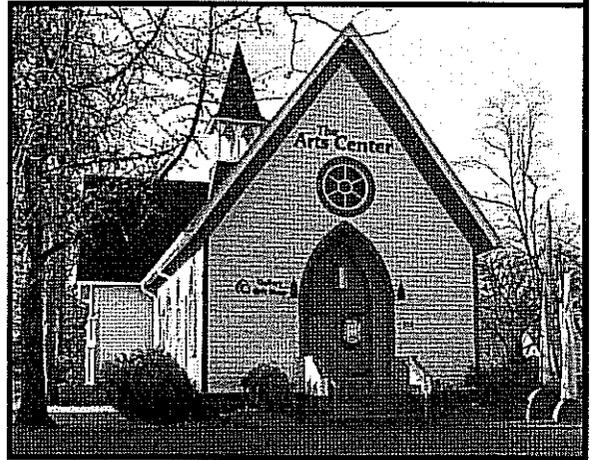
Jon S. Nelson, City Manager



Nancy Brewer, Finance Director

Attachments:

1. The Arts Center Annual Report
2. The Arts Center/City of Corvallis Agreement
3. Finance Department Financial Review Memo



The Arts Center

Annual Report
2009-2010



The Arts Center

WWW.THEARTSCENTER.NET

700 SW MADISON
CORVALLIS, OR 97333
541-754-1551

WELCOME!

The Arts Center is pleased to report a progressive and successful 2009-2010 fiscal year. While many arts organizations across the country either closed their doors or downsized, The Arts Center kept staff at capacity, programs strong, and the budget in the black. Our membership grew by 6% during the fiscal year and we received one substantial individual donation to The Arts Center Endowment, Inc. in support of Arts Education for At-Risk Adolescents. We were able to add to the economic vitality in our region by continuing to support stable staffing and programming opportunities meeting the needs of the schools, health care facilities and overall communities served, and by contracting with over 500 artists during the year. While we report a successful year in 2009-2010, The Arts Center is very concerned about the current economic affect on the organizational budget in 2010-2011.

PROGRAM STATISTICS 2009-2010 FISCAL YEAR

EXHIBITS

- 10 exhibits of artists' work in the Main Gallery.
- 11 exhibits of artists' work in the Corrine Woodman Galleries.
- Exhibited work of a total of 353 local (249) and regional (104) artists.
- Offered 12 receptions and special events at no cost to the public.
- 561 volunteer hours tracked for this program.

EDUCATION

- Contracted with artists 81 individual times for children's programming.
- Served approximately 8,000 children in schools in Benton and Linn counties, and here on site.
- Served 23 schools with artist residencies and workshops.
- On site, offered 25 after school classes, 11 all day no-school-day programs, and 7 weeks of all day summer Globetrotters Arts & Culture Camp.

ARTSCARE

- Contracted with artists 63 individual times for health care related arts programming.
- Placed artists in 11 sites in Benton and Linn counties.
- Directly served approximately 465 patients/staff.
- Indirectly served approximately 15,500 hospital patients/visitors/staff.

ARTSHOP

- Contracted with and exhibited the work of 183 artists.
- Offered 3 receptions and special events at no cost to the public.
- Promoted local artists work via 3 demonstration opportunities.
- 720 volunteer hours tracked for this program.

THE 2009-2010 BOARD OF DIRECTORS

Elizabeth Bell	Sara Krainik
Holly Bendixen	Carolyn Madsen
Kay Dee Cole	Lois Malango, Chair
Suzanne Cutsforth, Treasurer	Mary Norman
Jane Donovan	Mindy Perez
Brian Egan	Court Smith, Secretary
Janet Ekholm, Vice Chair	Dennis Staats
Josh Hammer	Shirley Wirth

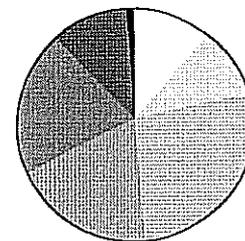
CURRENT ARTS CENTER STAFF

Sara Swanberg	Director	FT
Hester Coucke	Curator	FT
Chris Neely	Education Coordinator	FT
Joni King	Graphics Coordinator	FT
Heather Boright	ArtShop Manager & Webmaster	.8
Mary Van Denend	ArtsCare Coordinator	.5
Yael Heyman	Bookkeeper & Membership	.5
Suzanne Campbell	Assistant ArtShop	.3
Susan Fisher	Assistant ArtShop	.3

FINANCIAL SUMMARY FOR 2009-2010

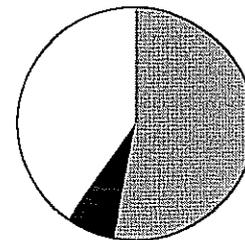
REVENUE

Programs	□	\$57,105	12 %
ArtShop & Exhibits	▤	\$50,273	10 %
Grants	▥	\$134,923	27 %
City of Corvallis	▦	\$93,014	19 %
Member/Donations	▧	\$105,005	21 %
Fundraising/Events	▨	\$54,521	11 %
Other	■	\$3,694	—
TOTAL		\$498,535	



EXPENSES

Programs	▩	\$262,765	53 %
Fundraising/Events	■	\$32,106	7 %
General/Admin.	□	\$200,394	40 %
TOTAL		\$495,265	



The Arts Center was supported in part by the following organizations and foundations:

- The City of Corvallis
- Oregon Arts Commission
- The Collins Foundation
- Oregon Community Foundation
- Benton County Cultural Coalition
- Samaritan Health Services
- Cascadia Foundation
- Franklin Conklin Foundation
- Corvallis Kiwanis

The Arts Center Annual Report to the City of Corvallis 2009-2010

Submitted by Sara Swanberg, Executive Director

This annual report provides highlights from The Arts Center's fiscal year, July 1, 2009 through June 30, 2010. Significant growth has taken place within the organization and important partnerships have been developed as The Arts Center continues its strong commitment to addressing the arts and culture needs of the community. While the economy continued to be unfavorable to nonprofit arts agencies across the country, The Arts Center managed to increase its membership and grow its overall program offerings. Indeed, in the middle of an economic downturn, the arts have become an affordable fulfilling activity by offering meaningful and enjoyable life experiences.

FISCAL

The Arts Center is grateful for the support of the City of Corvallis and will struggle to operate at current levels without that support. The fact that the City of Corvallis supports The Arts Center encourages granting agencies and private foundations to do the same. During this fiscal year The Arts Center was pleased to renew the financial agreement with the City in order to be able to continue its service to the community and to not lose pace with successful growth.

While foundations have been granting less due to market downturn, the Oregon Community Foundation continued to fund growth and development at The Arts Center for the third of a three year grant at \$8,000. The Collins Foundation awarded The Arts Center \$7,000 to work with K-5 school children including those at risk through specific arts programming. Samaritan Health Services contracted for \$50,000 in arts programming serving five regional hospitals as well as cancer treatment centers and clinics in three counties. And The Arts Center received a private donation of \$45,000 to continue arts programming at Corvallis's alternative high school (College Hill) and at the Oregon Youth Authority Oak Creek facility in Albany. Several smaller grants of \$3,000, \$1,600, \$750, and \$500 were received for educational projects engaging youth in arts activities.

The Arts Center has continued to secure funding from the Oregon Arts Commission through granting programs for Community Arts Services (\$15,000) and Arts Education (\$13,000). However, because of the economic downturn, there are continued concerns about funding levels for the 2010-11 year. The Arts Center continues to diversify revenue streams through grants, sponsorships, fundraisers, memberships, rentals, donations, partnerships, class and camp tuitions, sales in the ArtShop and galleries, and admission to cultural events.

The Endowment Board of Directors oversees five funds: a General Fund, the Howland Fund to support public art in Corvallis and awards for the Howland Community Open exhibition, the Elizabeth Starker Cameron Arts Education Fund, the Bob & Kitty Bunn Fund for the ArtsCare Program, and the new Steele Family Fund designated for the Exhibits Program. The funds are beginning to recover from this economic downturn and the best policy has been to leave them untouched until the economic crisis has lifted.

Over 4,000 volunteer hours were donated to The Arts Center with services ranging from daily front desk receptionist hours to office organization skills to consulting time to fundraising.

The Arts Center's membership development program entitled Making Friends—Building Community saw good results in its third fiscal year due to well received cultural events. Those events included 9 exhibits of artists' work in the Main Gallery offering opening receptions and

lectures, a Family Series of performances, and a continually expanding 7-week children's summer camp program entitled *Globetrotters*. Sponsorships have not fared well in this economic climate, but memberships have held strong. The Arts Center ended its year well in the black, although the "Cash, end of year" figure in the financials includes restricted funds for at risk programming, and supplies and contracted expenses in July of 2010 for Globetrotters Arts & Culture Camp where income was received in the prior fiscal year (for which this report is written).

PROGRAMS & SERVICES

In this fiscal year The Arts Center Exhibition Program offered to the general public at no charge 10 local, regional and national exhibitions in the Main Gallery, each with an opening event to meet the artists, as well as a complementary cultural event such as a related Brown Bag Gallery Talk and/or a reading or concert. An additional 11 exhibitions in the Corrine Woodman galleries featured the work of local art guilds and guest artists.

An exciting new series, *Between the Cracks*, offered seven annual avante guard music concerts and literary events in a partnership with the OSU Music Department.

Through Arts Education programming, The Arts Center offered 29 on site classes in ceramics, textiles, dance, painting and drawing serving over 330 children. Also offered were all-day programs on no-school days serving another 200 children. This year the children's summer camp (Globetrotters Arts & Culture Camp) offered seven full weeks of 8:30 a.m. to 5:15 p.m. programming. Additional camp classes and space were made possible by working with our partners (Multicultural Literacy Center, OSU, the Library, and Environmental Center). This year The Arts Center began what has become a highly popular arts and culture enrichment program for home-school youth. The downstairs renovation which occurred in the last fiscal year has proven to be very successful in use and overall space appropriateness.

The Arts In Education program offered 23 weeks of residencies in schools in both Linn and Benton Counties serving 4,700 children.

The ArtsCare Program continues with \$50,000 in artist-salary funding support received from Samaritan Health Services. Eighteen local artists worked with patient groups in cancer and dialysis treatment areas, as well as expanding into mental health units and Hospice situations. Artists also worked with patients' families staying short term at the Pastega House.

The ArtShop, supporting over 183 local and regional artists by offering a professional market place to show and sell their work, enjoyed a thorough renovation in this fiscal year. The Arts Center worked with Salem Art Consultant Mary Lou Zeek during the planning process. 720 volunteer hours were tracked for this program.

COLLABORATION AND LEADERSHIP

In an effort to serve the needs of our community and to effectively maximize community resources, The Arts Center collaborates with many individuals and organizations. We continue to be the fiscal sponsor for Tcha Tee Man Wi, a regional storytelling festival that promotes oral traditions, strengthens community and honors diversity. We are also the fiscal sponsor for the New Horizons Band, an adult refresher band here in Corvallis.

This year The Arts Center partnered with the Corvallis School District, Parks & Recreation, the Corvallis Public Library, Leadership Corvallis, the Multicultural Literacy Center, the Environmental Center, a regional home-school group, Corvallis Fall Festival and daVinci Days Festival.

The Arts Center again hosted a full-day of arts and culture and recreation for the new Leadership Corvallis class. The Director takes part in monthly Regional and State Arts Council conference calls, serves on the Boards of Corvallis Tourism, the OSU Art Department Advisory, Benton County Cultural Coalition and the Regional ArtsCare Advisory. The Exhibits Coordinator serves on the Madison Avenue Task Force, the Public Art Selection Committee and the Leadership Corvallis Curriculum Committee. The ArtsCare Coordinator serves on the Regional ArtsCare Advisory Board, and the Arts Education Coordinator attends Regional Arts Education conferences coordinated at the state level by the Oregon Arts Commission and the Oregon Alliance for Arts Education.

The new website for The Arts Center was launched in January and is proving to be a great asset to the organization. www.theartscenter.net has greatly increased our ability to reach into the many areas of our community.

The Arts Center is fortunate to have a hard-working and supportive Board of Directors; 16 individuals who offer the organization a diversified perspective.

For any questions concerning this report, please contact Sara Swanberg, Executive Director, at The Arts Center, 754-1551.

CITY OF CORVALLIS AND ART CENTER AGREEMENT

THIS AGREEMENT, is entered into this 22nd day of June, 2009, by and between the CITY OF CORVALLIS, a municipal corporation of the State of Oregon, hereinafter referred to as the "CITY" and the ART CENTER, a non-profit corporation, formerly known as ArtCentric, hereinafter referred to as "THE ART CENTER."

All notifications necessary under this Agreement shall be addressed to:

City of Corvallis Parks & Recreation
Attention: Steve Deghetto
1310 SW Avery Park Dr.
Corvallis, OR 97333
541-766-6918

The Art Center
Attention: Sara Swanberg
700 SW Madison
Corvallis, OR 97333
541-754-1551

1. Term

- 1.1 This Agreement shall be effective from July 1, 2009 through June 30, 2012.
- 1.2 If this Agreement crosses fiscal years, funding for future years is contingent upon the City Council adopting appropriations.

2. ART CENTER agrees to:

- 2.1 Offer cultural arts programs including art exhibits, art classes, and other related art activities at the Art Center, located at 700 SW Madison, Corvallis, Benton County, OR.
- 2.2 Maintain a listing of art organizations in the community.
- 2.3 Conduct an Arts-in-Education Program in the community.
- 2.4 Inform the public about the arts in the community.
- 2.5 Cooperate with CITY in putting on events and activities which promote the use of the Art Center facility and CITY facilities.
- 2.6 Publish a quarterly newsletter and calendar distributed to members of THE ART CENTER, media, and citizens, informing them about the activities at the Art Center facility and CITY facilities.
- 2.7 All accounting records and evidence pertaining to all costs of THE ART CENTER and all documents related to this agreement shall be kept available at the ART CENTER office or place of business for the duration of the agreement and thereafter for three (3) years after completion of any audit. Records which relate to (a) complaints, claims, administrative proceedings or litigation arising out of the performance of this Agreement, or (b) costs and

expenses of this Agreement to which the CITY or any other governmental agency takes exception, shall be retained beyond the three (3) years until resolution of disposition of such appeals, litigation, claims, or exceptions.

- 2.8 THE ART CENTER shall provide for an independent financial and compliance audit or financial review annually for any fiscal year in which CITY funds are received under this Agreement. The results of the independent audit or financial review must be submitted to CITY within thirty (30) days of completion. Within thirty (30) days of the submittal of such audit report, THE ART CENTER shall provide a written response to all conditions or findings reported in such audit report. The response must discuss each condition or finding and set forth a proposed resolution, including a schedule for correcting any deficiency. All conditions or corrective actions shall take place within six (6) months after receipt of the audit report unless the City Manager or his/her designee authorizes an extension of time to complete such actions. Two copies of this review shall be forwarded to the CITY'S Parks and Recreation Director as part of the annual report.

In the event THE ART CENTER does not make the above-referenced documents available to the CITY, THE ART CENTER agrees to pay all necessary and reasonable expenses incurred by the CITY in conducting any audit at the location where said records and books of account are maintained.

- 2.9 THE ART CENTER shall submit a report annually by October 31st, to the City, documenting the revenues and expenditures, activities, problems, and achievements of THE ART CENTER's programs for the previous fiscal year ending June 30th. THE ART CENTER annual report shall include, but not be limited to, a description of its effectiveness in the following program areas:

2.9.1 Organization: Progress THE ART CENTER has made to involve the arts and the public in its activities.

2.9.2 Promotion: Progress of THE ART CENTER in promoting the Center as a community arts facility.

3. CITY agrees to:

- 3.1 Budget the City Council approved proportion of the CITY's property tax levy to be paid to THE ART CENTER each fiscal year that this Agreement is in effect. CITY will levy property taxes in compliance with Constitutional and statutory requirements each fiscal year during this Agreement. The City Council determines, by policy, the proportion of the CITY'S total levy to be allocated to THE ART CENTER each year. In the event that a reduction or the elimination of the appropriation for this Agreement is being considered by the CITY'S Budget Commission or City Council during annual budget deliberations, CITY shall provide notice to THE ART CENTER on or before May 15th of such contemplated action. If the appropriation is eliminated THE ART CENTER shall

be relieved of all obligations described in this Agreement effective the beginning of the fiscal year in which the funds are not appropriated.

- 3.2 The CITY's Finance Department will notify THE ART CENTER's Director by April 1st each year of THE ART CENTER's portion of the CITY's estimated property tax levy for the following fiscal year, beginning July 1st.
- 3.3 The CITY's Finance Department will provide THE ART CENTER's Director with the actual revenue figure when the actual amount of taxes levied for the year is known (around mid-November).
- 3.4 Payments will be made to THE ART CENTER in the amount of \$32,000 by July 31st of each year. The payment made in December of each year will be the net amount of total THE ART CENTER property taxes as identified in section 3.3, less the \$32,000 paid to THE ART CENTER in July of each year.

All appropriations are subject to recommendation by the City Budget Commission and approval by the City Council as a part of annual CITY budget process.

- 3.5 Include THE ART CENTER facility under the CITY's property and general liability policies.

4. Liability

- 4.1 THE ART CENTER shall indemnify, protect, defend, and hold City, its officers, agents, volunteers, and employees harmless against any actions, claim for injury or damage and all loss, liability, cost or expense, including court costs and attorneys fees, growing out of or resulting directly or indirectly from the performance of this contract, except for that resulting from the sole negligence of CITY.
- 4.2 THE ART CENTER shall purchase and maintain fire damage insurance to property owned by THE ART CENTER of \$135,000 and General Liability insurance with a combined single limit, or the equivalent, of not less than \$500,000 each claim, incident, or occurrence for Bodily Injury and Property Damage. It shall include contractual liability coverage for the indemnity provided under this Agreement, and shall be in a form at least as broad as Commercial General Liability ISO form CG 0001. It shall provide that CITY and its officers and employees are Additional Insureds, but only with respect to THE ART CENTER's services to be provided under this Agreement.

Each insurance endorsement shall state that coverage shall not be suspended, voided, or canceled by either party, reduced in coverage or in material limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to CITY.

THE ART CENTER shall furnish acceptable insurance certificates to CITY with original endorsements for each insurance policy signed by a person authorized by that insurer to bind coverage on its behalf. Certificates will be received and approved by CITY upon execution of this Agreement. The certificate shall specify the CITY and its officers, agents, employees and volunteers are Additional Insured as respects to the work under the Agreement. Insuring companies or entities are subject to CITY acceptance. THE ART CENTER shall be financially responsible for all pertinent deductibles, self-insured retention and/or self-insurance. All such deductibles, retention, or self-insurance must be declared to, and approved by, CITY.

5. Termination

- 5.1 CITY may terminate this Agreement upon sixty (60) days written notice to THE ART CENTER for failure of THE ART CENTER to fulfill its obligations under this Agreement, if such violation remains uncured after sixty (60) days from THE ART CENTER's receipt of such written notice.
- 5.2 In the event that THE ART CENTER, by majority vote of its members, decides to discontinue this Agreement, then its action, and this Agreement shall be deemed canceled sixty (60) days after the date of the notice is received by CITY and each party shall be relieved of its obligations described herein. In no event shall THE ART CENTER be obligated by this Agreement for any period of time for which the funds outlined in 3.1 and 3.2 above have not been disbursed to its account.

6. Independence

THE ART CENTER is an independent organization and entity pursuant to this Agreement and shall not, in any way, be considered to be an affiliate, subsidiary, officer, agent or employee of CITY. THE ART CENTER agrees that CITY shall not be liable or responsible for any benefits, including, but not limited to, worker's compensation, disability insurance, retirement benefits, life insurance, unemployment insurance, health insurance or any other benefits which THE ART CENTER may be required by law or contract to provide to its employees, officers, agents, or contractors. THE ART CENTER agrees that it shall not sue or file a claim, petition or application therefore against CITY or any of their officers, employees, agents, representatives or sureties with respect to such benefits. THE ART CENTER shall not have any authority to bind CITY or to make any representations or warranties to accept service of process, to receive notice, or to perform any act or thing on behalf of CITY except as authorized in writing by CITY.

7. Authority of Signatories

THE ART CENTER and THE ART CENTER's signatories represent that the signatories hold the positions set forth below their signatures and that the signatories are authorized to execute this Agreement on behalf of THE ART CENTER and to bind THE ART CENTER hereto.

8. Attorney's Fees

In the event either party shall initiate any suit, action or appeal on any matter related to this Agreement, then the court before whom such suit, action or appeal is taken shall award to the prevailing party such attorney's fees as the Court shall deem reasonable, considering the complexity, effort and result against the party who shall not prevail, and such award and all allowable costs of the event may be either added to or deducted from the balance due under this Agreement, or be a separate obligation as appropriate.

9. Assignability

This Agreement is for the exclusive benefits of THE ART CENTER and City. Any attempt to assign, transfer, or pledge by either party without the prior written consent of the remaining party shall void the Agreement.

10. Prevailing Law

This Agreement is to be governed by, and construed in accordance with, the laws of the State of Oregon.

11. Venue

Any disputes about the terms of this Agreement will be brought before the Benton County Circuit Court.

12. Waiver

Waiver of any breach of any provision of this Agreement by either party shall not operate as a waiver of any subsequent breach of the same or any other provision of this Agreement. If any portion of this Agreement is held to be invalid under any applicable statute or rule of law, then such portion only shall be deemed invalid.

13. Compliance with federal and state laws

THE ART CENTER shall have sole responsibility to comply with all applicable federal and state laws, rules and regulations concerning environmental issues in carrying out activities funded under this Agreement. If any acts or omissions of THE ART CENTER should lead to liability or government enforcement action against CITY, THE ART CENTER shall be required to defend such action and to indemnify CITY for all costs incurred including without limitation any costs of required response actions and attorney fees. CITY will not assume responsibility for compliance with federal or state environmental requirements relating to THE ART CENTER performance under this Agreement, but will cooperate to the extent practical and consistent with City Council Policy.

14. Discrimination

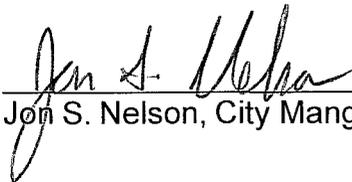
The parties agree not to discriminate on the basis of age, citizenship status, color, familial status, gender identity or expression, marital status, mental disability, national origin, physical disability, race, religion, religious observance, sex, sexual orientation, and source or level of income in the performance of this contract.

15. Extent of Contract

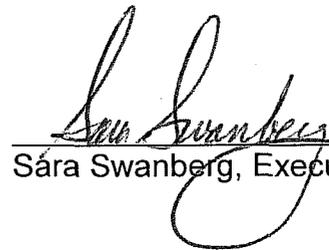
This contract supersedes any prior or contemporaneous oral or written agreements or understandings entered into by the parties. No modification of this Agreement shall be valid unless set forth in writing and signed and dated by both of the parties to this Agreement.

IN WITNESS WHEREOF, the parties have herewith executed their signatures.

CITY OF CORVALLIS THE ART CENTER



Jon S. Nelson, City Manger



Sara Swanberg, Executive Director

APPROVED AS TO FORM:



City Attorney



Finance Department
500 SW Madison Avenue
Corvallis, OR 97333
541-766-6990
541-754-1729

MEMORANDUM

February 10, 2011

TO: Steve Deghetto, Parks and Recreation Assistant Director

CC: Julian Contreras, Financial Services Manager

FROM: Jeanna Yeager, Accountant

SUBJECT: The Corvallis Arts Center, Inc. Annual Financial Review, Fiscal Year 2010

This review consists of inquiries and analytical procedures and is limited in its nature. The Statement of Financial Position, Statement of Activities, Statement of Cash Flows, and the related Notes to the Financial Statements are unaudited financial reports that are the representation of the management of the Corvallis Arts Center, Inc. (CAC).

The June 30, 2010 financial reports were reviewed by Stover Neyhart & Co., PC, a certified public accounting firm. Stover Neyhart & Co. has not audited the financial statements and does not express an opinion or any form of assurance on the financial statements.

This review is based on CAC's fiscal year, July 1, 2009 through June 30, 2010. CAC records transactions using the accrual basis of accounting.

During the year ended June 30, 2010 CAC reported revenues of \$498,535, a slight decrease from the previous fiscal year. Expenses equaled \$495,265, resulting in a net ordinary income of \$3,270. CAC received \$93,014, 18.7% of its total revenues, from the City of Corvallis. CAC has properly accounted for all revenue received from the City.

The Corvallis Art Center reported total assets of \$102,087 and total liabilities of \$35,321, resulting in net assets of \$66,766. Of this, \$32,939 is reported as restricted.

Based on this review, acceptance of the Corvallis Arts Center's annual report is recommended.

CORVALLIS ARTS CENTER, INC
REVIEWED FINANCIAL STATEMENTS
JUNE 30, 2010

Corvallis Arts Center, Inc.
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Stover Neyhart & Co., PC

Certified Public Accountants
Registered Investment Adviser

777 NW 9th St., #408 Corvallis, OR 97330-6169
PHONE 541-754-1144 • FAX 541-757-8787

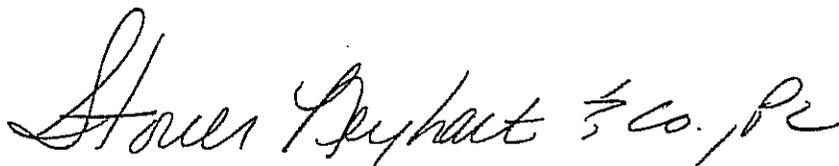
Corvallis Arts Center, Inc.
Corvallis, Oregon

We have reviewed the accompanying statement of financial position of Corvallis Arts Center, Inc. (a not for profit corporation) as of June 30, 2010, and the related statements of activities and change in net assets and cash flow for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management of Corvallis Arts Center, Inc.

A review consists primarily of inquiries of Corvallis Arts Center, Inc. personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with auditing standards generally accepted in the United States of America, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

September 13, 2010
Corvallis, Oregon

A handwritten signature in cursive script that reads "Stover Neyhart & Co., PC". The signature is written in dark ink and is positioned to the right of the date and location text.

Corvallis Arts Center, Inc.
Statement of Financial Position
June 30, 2010

See accompanying notes and accountant's report

Assets

Current Assets

Cash	\$ 77,651
Accounts receivable	14,944
Inventory	2,035
Total current assets	<u>94,630</u>

Property and Equipment

Equipment	72,427
Leasehold improvements	22,438
Accumulated depreciation	(87,408)
Net property and equipment	<u>7,457</u>

Total assets

\$ 102,087

Liabilities

Accounts payable	3,545
Credit card payable	3,446
Accrued vacation	4,985
Accrued payroll	435
Accrued retirement contribution	1,360
Unearned revenue-camp tuition	21,299
Unearned revenue-gift cards	251

Total liabilities

35,321

Net assets

Unrestricted	33,828
Restricted	32,939

Total net assets

66,766

Total liabilities and net assets

\$ 102,087

Corvallis Arts Center, Inc.
Statement of Activities and Change in Net Assets
For the Year ended June 30, 2010

See accompanying notes and accountant's report

	Unrestricted	Temporarily Restricted	Total
Revenues			
Programs			
ArtSpirit	300		300
Education	50,324		50,324
Storytellers		6,481	6,481
Satisfaction of program restrictions	10,156	(10,156)	-
Total Programs	60,780	(3,675)	57,105
Artshop/Gallery/Exhibit			
Gift shop and gallery sales	50,273		50,273
Total Artshop/Gallery/Exhibit	50,273	-	50,273
Grants			
Foundation Grants	67,784		67,784
Government Grants	55,500		55,500
City of Corvallis	93,014		93,014
Endowment		11,639	11,639
Satisfaction of program restrictions	11,639	(11,639)	-
Total Grants	227,937	-	227,937
Memberships and Contributions			
Donations/Contributions	33,115	45,000	78,115
Membership fees	26,890		26,890
Satisfaction of support restrictions	37,611	(37,611)	-
Total Memberships and Contributions	97,616	7,389	105,005
Fundraising/Special Events			
Chocolate Fantasy	49,287		49,287
Fall Festival	138		138
Winter Show	1,000		1,000
Other events	4,096		4,096
Total Fundraising/Special Events	54,521	-	54,521
Other Revenues			
Facility rental	2,995		2,995
Interest income	51		51
Administration Fee	648		648
Total Other Revenues	3,694	-	3,694
Total Revenues	494,821	3,714	498,535

Corvallis Arts Center, Inc.
Statement of Activities and Change in Net Assets
For the Year ended June 30, 2010

See accompanying notes and accountant's report

Expenses

Programs

Education	61,496		61,496
ArtsCare	51,488		51,488
Artshop	28,098		28,098
Exhibits	11,527		11,527
Storytellers	10,156		10,156
Total Programs	162,765	-	162,765

Fundraising/Special Events

Chocolate Fantasy	14,721		14,721
Winter Show	8,001		8,001
Other events	9,384		9,384
Total Fundraising/Special Events	32,106	-	32,106

General and Administrative

Advertising/Marketing	7,226		7,226
Artist relations	84		84
Bank charges	3,667		3,667
Building maintenance	3,302		3,302
Cost of goods sold	383		383
Depreciation	2,823		2,823
Dues, subscriptions, fees	2,377		2,377
Equipment maintenance	1,408		1,408
Equipment purchase	888		888
Insurance	3,732		3,732
Office expense	3,279		3,279
Other	26		26
Payroll, taxes and employee benefits	252,764		252,764
Postage	1,100		1,100
Professional development	1,662		1,662
Professional services	2,103		2,103
Security	464		464
Travel	328		328
Utilities	12,113		12,113
Volunteers	665		665
Total General and Administrative	300,394	-	300,394

Total Expenses	495,265	-	495,265
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Net ordinary income (loss)	(444)	3,714	3,270
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Corvallis Arts Center, Inc.
Statement of Activities and Change in Net Assets
For the Year ended June 30, 2010

See accompanying notes and accountant's report

Increase (Decrease) in Net Assets	(444)	3,714	3,270
Net Assets at Beginning of Year	14,576	48,921	63,496
Current year adjustment (note 5)	2,446	(2,446)	-
Prior year adjustment (note 6)	17,250	(17,250)	-
Net Assets at End of Year	<u>\$ 33,828</u>	<u>\$ 32,939</u>	<u>\$ 66,766</u>

Corvallis Arts Center, Inc.
Statement of Cash Flow
For the Year Ended June 30, 2010

See accompanying notes and accountant's report

Cash flow from operating activities

Increase in net assets	\$ 3,270
Adjustments to reconcile changes in assets to net cash provided by operating activities:	
Depreciation and amortization	2,823
Increase in accounts receivable	(8,748)
Decrease in inventories	478
Increase in equipment	(250)
Decrease in accounts payable	(2,050)
Increase in accrued expenses	8,962
Net cash provided by operating activities	<u>1,215</u>
Net Increase in cash	4,485
Cash, beginning of year	73,166
Cash, end of year	<u>\$ 77,651</u>

Corvallis Arts Center, Inc.
Notes to Financial Statements
For the Year Ended June 30, 2010

Note 1 - Nature of Activities and Significant Accounting Policies

Nature of Activities

Corvallis Arts Center, Inc. (the Organization) is a non-profit organization with a mission to nurture artistic expression and to enhance the creative life of the community. This mission is carried out through such programs as exhibitions, performances, extensive on-site arts and culture programming for children, an ArtsCare program serving health care facilities, and the promotion and sale of artists' work through exhibitions and the ArtShop. Sources of income include grants, memberships, sponsorships, class and event fees, and artwork sales commissions.

Basis of Accounting

The Organization uses the accrual method of accounting to record transactions, which matches revenues against the appropriate expenses.

Accounts Receivable

Management considers accounts receivable to be fully collectible; accordingly no allowance for doubtful accounts has been established.

Property and Equipment

Property and equipment acquisitions are capitalized at purchase price or estimated fair value if donated. Depreciation is computed using the straight-line method over the assets' useful lives.

Inventory

Inventory consists of items purchased and held for resale and is valued at cost. A physical inventory is taken annually. Consigned goods are not included in inventory

Advertising Costs

Advertising costs are expensed as incurred.

Income Taxes

Corvallis Arts Center, Inc. is a not-for-profit organization exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

Financial Statement Presentation

Under Statement of Financial Accounting Standards (SFAS) No. 117, Financial Statements of Not-for-Profit Organizations, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Corvallis Arts Center, Inc.
Notes to Financial Statements
For the Year Ended June 30, 2010

Note 1 - Nature of Activities and Significant Accounting Policies (cont.)

Contributions

Under SFAS No. 116, Accounting for Contributions Received and Contributions Made, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted net assets depending on the absence or existence and nature of any donor restrictions.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 2 - Temporarily Restricted Funds

The Organization received \$51,481 in temporarily restricted funds for the year ended June 30, 2010. These funds were provided to fund educational art programs and activities. Expenses totaling \$47,767 were incurred against that income during the year. Two adjustments were made to the restricted funds (see note 5 and 6). A \$2,446 decrease to the Storytellers and a \$17,250 decrease in the Ovregaard Fund. This left a balance of \$ 32,939 as overall total for the temporary restricted funds.

Note 3 - Economic Dependence

The City of Corvallis provided support totaling \$93,014 for the year ended June 30, 2010. The amount of such support is determined annually within the City budget. Future support from the City is planned by the City with an executed contract dated July 2009 to June 2012 to provide Corvallis Arts Center, Inc. with \$32,000 per year.

Note 4 - Endowment Fund

In February 2001 a separate supporting organization known as The Arts Center Endowment, Inc. (formerly known as ArtCentric Endowment, Inc.) was formed to manage the endowed funds. Net transfers of \$136,593 were made from the Corvallis Arts Center, Inc. to The Arts Center Endowment, Inc. at the time of separation. The Arts Center Endowment, Inc. provides fiscal support to the Organization. During the fiscal year ended June 30, 2010, the Organization received \$11,639.

Corvallis Arts Center, Inc.
Notes to Financial Statements
For the Year Ended June 30, 2010

Note 5 - Current year adjustment

In the current fiscal year an adjustment of \$2,446 was made to the Storytellers restricted account from the Unrestricted General Fund. This adjustment was for prior years net income for the fund that was never transferred after the year end.

Note 6 - Prior Year Adjustment

In the current fiscal year it was discovered that the Ovregaard Fund (a temporary restricted account) was to be used to fund the payroll on certain projects in development. The total amount of \$17,250 should have been deducted from this fund. This is a one time adjustment out of the Ovregaard Fund to the Unrestricted Fund from which the original expenses were claimed.

Note 7 - Lease Agreements

In the current fiscal year Corvallis Arts Center, Inc. entered into a lease agreement with Copytronix for new equipment. The lease commencing on 2/26/10 is for 60 months at \$52.71 per month.

THE ARTS CENTER ENDOWMENT, INC.

REVIEWED FINANCIAL STATEMENTS

JUNE 30, 2010

The Arts Center Endowment, Inc.
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Stover Neyhart & Co., PC

Certified Public Accountants
Registered Investment Adviser

777 NW 9th St., #408 Corvallis, OR 97330-6169
PHONE 541-754-1144 : FAX 541-757-8787

To the Board of Directors
The Arts Center Endowment, Inc.
Corvallis, Oregon

We have reviewed the accompanying statement of financial position of The Arts Center Endowment, Inc. (a not for profit corporation) as of June 30, 2010, and the related statements of activities and changes in net assets and cash flow for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the management of The Arts Center Endowment, Inc.

A review consists primarily of inquiries of The Arts Center Endowment, Inc. personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with auditing standards generally accepted in the United States of America, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Stover Neyhart & Co., PC

August 31, 2010
Corvallis, Oregon

The Arts Center Endowment, Inc.
Statement of Financial Position
As of June 30, 2010

See accompanying notes and accountant's report

Assets	<u>2010</u>
Current assets	
Cash and cash equivalents	\$ 9,373
Investments	<u>213,235</u>
Total current assets	<u>\$ 222,608</u>
Liabilities	
Current liabilities	
Due to Corvallis Arts Center	<u>11,189</u>
Total current liabilities	<u>11,189</u>
Net assets	
Unrestricted	88,305
Temporarily restricted	49,537
Permanently restricted	<u>73,577</u>
Total net assets	<u>211,419</u>
Total liabilities and net assets	<u>\$ 222,608</u>

The Arts Center Endowment, Inc.
Statement of Activities and Change in Net Assets
For the Year ended June 30, 2010

See accompanying notes and accountant's report

Unrestricted net assets

Unrestricted revenues

Contributions	\$ -
Investment return	3,620
Total unrestricted revenues	3,620

Unrestricted expenses

Corporation fee	50
Legal and accounting fees	2,000
Oregon revenue and fund balance fees	30
Total unrestricted expenses	2,080

Other unrestricted income (expenses)

Net unrealized income (loss) on investments	8,626
Transfers of funds to Corvallis Arts Center	(4,600)
Total other unrestricted income (expenses)	4,026

Increase (decrease) in unrestricted assets	5,566
--	-------

Temporarily restricted net assets

Temporarily restricted revenue

Contributions	150
Investment return	2,177
Total temporarily restricted revenue	2,327

Other temporarily restricted income (expenses)

Net unrealized income (loss) on investments	5,163
Transfers to Arts Center	(6,360)
Total other temporarily restricted income (expenses)	(1,197)

Increase (decrease) in temporarily restricted assets	1,130
--	-------

The Arts Center Endowment, Inc.
Statement of Activities and Change in Net Assets
For the Year ended June 30, 2010

See accompanying notes and accountant's report

Permanently restricted net assets

Permanently restricted revenue	
Contributions	650
Investment return	2,872
Total permanently restricted revenues	3,522
Other permanently restricted income (expenses)	
Net unrealized income (loss) on investments	6,642
Transfers to Arts Center	(679)
Total other permanently restricted income (expense)	5,963
Increase (decrease) in permanently restricted asset:	9,485
Total increase (decrease) in net assets	16,181
Net assets at beginning of year	195,238
Net assets at end of year	\$ 211,419

The Arts Center Endowment, Inc.
Statement of Cash Flow
For the Year Ended June 30, 2010

See accompanying notes and accountant's report

Cash flow from operating activities

Increase (decrease) in net assets	\$ 16,181
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Increase (decrease) in payables	10,002
Net unrealized (gain) loss on investments	<u>(20,432)</u>
Net cash provided by operating activities	5,751

Cash flows used by investing activities

Purchase of investments	<u>(7,291)</u>
Net cash used by investing activities	(7,291)
Net decrease in cash and cash equivalents	<u>(1,541)</u>
Cash and cash equivalents at beginning of year	10,914
Cash and cash equivalents at end of year	<u><u>\$ 9,373</u></u>

The Arts Center Endowment, Inc.
Notes to Financial Statements
For the Year Ended June 30, 2010

NOTE 1—Nature of Activities and Significant Accounting Policies

Nature of Activities

The Arts Center Endowment, Inc. (the Organization) is a supporting organization created to benefit Corvallis Arts Center. The Endowment was formed in February 2001 upon the receipt of funds and investments transferred from Corvallis Arts Center.

The Organization is a nonprofit organization as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes.

Basis of Accounting

The Organization maintains its accounts on the accrual basis of accounting, which matches revenue against appropriate expenses.

Investments

Under SFAS No. 124, *Accounting for Certain Investments Held by Not-for-Profit Organizations*, for investments in marketable securities with readily determinable fair values, unrealized gains and losses are included in the change in net assets.

Cash and Cash Equivalents

The Organization considers all highly liquid investments available for current use as cash equivalents.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Contributions

Under SFAS No. 116, *Accounting for Contributions Received and Contributions Made*, contributions received are recorded as unrestricted, temporarily unrestricted, or permanently restricted net assets depending on the absence or existence and nature of any donor restrictions.

The Arts Center Endowment, Inc.
Notes to Financial Statements
For the Year Ended June 30, 2010

NOTE 2--Temporarily and Permanently Restricted Funds

Temporarily restricted funds include the Elizabeth Starker Cameron Arts Education Fund and the Bob and Kitty Bunn ArtsCare Fund. For the year ended June 30, 2010, contributions in the amount of \$150 were donated to the Bunn ArtsCare Fund. In addition, \$6,360 was transferred (expended) to The Corvallis Arts Center from the Bunn ArtsCare Fund. The ending balances for these funds were \$ 14,786 and \$34,751 respectively.

Permanently restricted funds include the Howland Endowment and the Steele Family Fund. For the year ended June 30, 2010 there were contributions of \$650 to the Steele Family Fund. In addition, \$179 and \$500 was transferred (expended) to the Corvallis Art Center from the Howland Endowment and the Steele Family Fund respectively. The ending balances for these funds were \$24,380 and \$49,197 respectively.

MEMORANDUM

To: Human Services Committee
From: Karen Emery, Director ✓
Stephen DeGhetto, Assistant Director ad
Date: February 14, 2011
Subject: Public Arts Selection Commission Annual Report

Issue: The Public Arts Selection Commission (PASC) is scheduled for its annual report to the Human Services Committee.

Background: The Public Arts Selection Commission was established by Council in 1998 to oversee the selection, acceptance and placement of public art in the City of Corvallis consistent with Council policy. The Commission is comprised of 7 citizen voting members and a City Council liaison. To facilitate the coordinated effort of the City's public artwork projects, the City contracts with The Arts Center to staff and oversee the Commission's meetings and activities through Hester Coucke, The Arts Center Assistant Director/Curator and City liaison to the Public Arts Selection Commission. The contractual amount paid to The Arts Center to perform this work is \$5,000 per year, which is funded and appropriated in the Parks and Recreation Department budget.

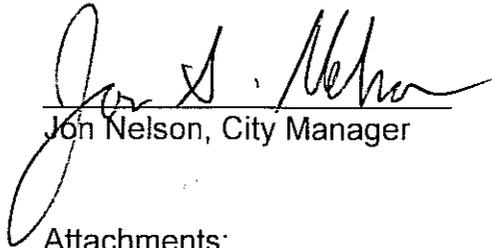
Discussion: The Commission met three (3) times between July 2009 and June 2010. Sarah Krainik is the current chair of the Commission. Current new members are Cheryl O'Deay the member at large, and Shelly Moon represents the Arts and Cultural Commission. City Councilor Joel Hirsch is the current Council liaison.

The Commission has been involved with a number of projects this past year, including the review of City Council Polices; 98-4.12 and 94-4.07, art selection for the Library lobby by Michele Gutlove, and a mosaic in the outdoor stairwell of the Arts Center.

Citizen volunteers on the Commission continue to provide invaluable expertise and oversight to forward the community's values supporting public art. Cooperatively, citizen volunteers, The Arts Center and the Arts and Cultural Commission advocate the importance of public art.

Recommendation: Staff recommends the Human Services Committee recommend to City Council to accept the Public Arts Selection Commission's annual report.

Review and Concur:



Jon Nelson, City Manager



Nancy Brewer, Finance Director

Attachments:

PASC Cover Letter

PASC Annual Report

PASC Minutes

- March 11, 2010
- May 13, 2010
- May 26, 2010



The Arts Center

700 SW Madison Avenue • Corvallis, Oregon 97333
541.754.1551 • www.theartscenter.net

1/19/2011

Human Services Committee
Corvallis City Council
PO Box 1536
Corvallis OR 97339

Human Services Committee:

Enclosed you will find a report on the projects the Public Art Selection Commission and liaison staff worked on from July 1, 2009 to June 31, 2010.

The Commissioners selected a design for a hanging artwork in the Library Lobby was selected; Michele Gutlove from Massachusetts won the commission.

Commissioners reviewed City policy 98-4.12, with 2 changes in language.

Commissioners approved an outdoor mosaic depicting a dragon in the outdoor stairwell of The Arts Center.

Sincerely,

Hester Coucke
City liaison Public Art Selection Commission
The Arts Center

Annual Report

Public Art Selection Commission, City of Corvallis

July 1, 2009 – June 31, 2010

The Public Art Selection Commission (PASC) met three times during July 1, 2009 – June 31, 2010:

March 11, May 13 and May 26, 2010.

- PASC staff delivered the donation of a Mandala on the City of Corvallis by Susan Cohen, Jim Howland and Pegasus Galleries to the Fire Station, which was its final destination.
- One new member was added to the Commission: Cheryl O'Deay, member at large. Parks and Recreation staff and PASC liaison updated the list of Commissioners and streamlined communication lines.
- PASC Liaison had a long conversation with a young citizen who had ideas on how to improve – temporary- public art for young people, and become a part of the (then still to be formed) Arts and Culture Commission. The citizen in question had requested a meeting with the mayor for a similar purpose. The ideas were not very focused, at times contradicted each other, and in general would have been complicated to execute.
- PASC Liaison worked with Park and Recreation Department on the case of the missing otter by Pete Helzer, a sculpture located in the Riverfront Park.
- PASC Liaison responded to The Alchemist about the question if painting sculptures is vandalism or art.
- PASC Liaison worked with Library staff on the call to artists for the Library mobile.
- The meeting of **3/11/2010** was held to select small group of artists to develop a design for the Library Lobby mobile. The artists were selected from existing work. Each artist received a stipend for the design process; PASC Liaison contracted with the 4 artists to do so.
- PASC Liaison had extensive conversations with each artist on details, and visited the Library location with Public Works Bob Fenner and artists to review details of the space in person.
- The meeting of **5/13/2010** was held to select the final design for the Library Lobby. PASC liaison generated the contract and routed it for review, approval and signing through the City Legal Department, The Library Foundation and the artist.
- The meeting of **5/26/2010** was held to review Policy 98-4.12, which generated 5 points of attention, but only two language changes.
- Furthermore on the meeting of **5/26/2010** the Commissioners approved a wall mosaic depicting a dragon in the outdoor stairwell of The Arts Center. The Commissioners would like to see it named.

City of Corvallis
Public Art Selection Commission
Date: March 11, 2010

Attendance:

Shelley Curtis
 Sara Krainik
 Paul Rickey Jr.
 Megha Shyam
 Cy Stadvold, chair
 Joel Hirsch

Absent:

Ross E Parkerson
 Cheryl O'Deay

Liaison:

Hester Coucke

Visitors:

Jacky Schreck, Library Foundation
 Carolyn Rawles-Heiser,
 Library director
 Mary Finnegan
 Mary Norman, Library staff

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for further review	Action/ Recommendations
II. Approval of Minutes		X	Minutes approved as submitted
III. Visitors' Propositions		X	Four artists were selected to develop a design proposal for a mobile in the Library lobby.
IV. Staff Reports		X	On suggestion of Mike Beilstein the commissioners will look into the re-instating of a graffiti wall.
V. Adjournments	X		The meeting was adjourned at 4:45

CONTENT OF DISCUSSION

1. CALL TO ORDER

Cy Stadvold, chair called the meeting to order at 3:00 PM. The meeting was called to select an artist from a Request for Qualifications for an artwork in the Corvallis Benton County Public Library. The Call to Artists requested an artwork in the form of a mobile in the apex of the lobby stairwell to accentuate the location as a welcoming space.

2. APPROVAL OF MINUTES

The minutes of the May 2009 meeting were approved as submitted.

3. VISITORS' PROPOSITIONS

Ten artists sent images, resumes, budgets of comparable projects, see attached excel file. The Commissioners reviewed packages at the meeting, and several Commissioners had looked at artist's websites prior to the meeting. Library staff and Foundation representation had an opportunity to give input, although were not voting.

Ms. Schreck (Foundation) mentioned that when she was on the Library Committee which initially selected artwork for the Library, the current location was included to receive artwork. At that time an artist was selected, but the artwork was never realized.

The Commissioners selected 4 artists to be invited to develop a design proposal: Christopher Morrison from Morrison Glass Art, Bellingham; Nicki Sucec, Anvil Art Studios from Seattle; Matthew Richards from Ekko Mobiles; Portland and Michele Gutlove from Natick, MA . From one of these finalists the Commissioners hope to select a design proposal for execution and installation.

Megha Shyam made a motion, Sara Krainik seconded; motion to invite these 4 passed unanimously.

Comments on artists/ artists teams:

Heather Frazier, Portland:

The work was relatively small scale and made of paper. The Commissioners were concerned with scale, durability of the materials and maintenance.

Mark Allison and John Eberhardt, Corvallis: The Commissioners could not see the two styles combined; they saw it as a difficult collaboration. The style of wood seemed heavy and counter intuitive to the required lightness of the mobile.

Paul Rickey Jr. refrained from voting, since he knows one of the artists well.

Christopher Morrison, Bellingham:

Megha Shyam has concerns about maintenance. There are also concerns about weight. Cy Stadvold feels that glass always looks different, which would keep interest in the final work high. He did feel the liaison should ask the artist to limit the design language of Dale Chihuly, in which studio the artist has worked.

Nicki Sucec, Seattle:

The Commissioners feel that this work has real potential. Library staff really likes the work as it organically fits within the site (of the shown work). Shelley Curtis remarked

that the artist approaches each situation with a fresh start and designs something very much for that space. She also feels that this artist pays good attention to the fact that this artwork will have multiple viewpoints: below, above and from aside. The artist has chosen interesting and lightweight materials: aluminum and mica.

Nicky Falkenhayn and Susan Kristoferson, Portland:

The Commissioners couldn't translate the images into the request for the mobile. They felt the work would not have the required transparency, even knowing the artists would use smaller elements.

Library staff liked the sculpture by Nicky Falkenhayn and would like to keep her "on file".

Scott Haycock, Provo, UT:

The work was reviewed as similar to that of Ekko Mobiles, see below. The Commissioners found this work to be too much "out of a catalogue" and not interesting from all views.

Matthew Richards, Portland:

Reminiscent of Scott Haycock, (they started out together as students) and both their work of Alexander Calder as well. The Commissioners found that Richards took his work a step further, and introduced transparent materials as well. The designs seem playful.

Michelle Gutlove:

The artist is very eager and interested to do artwork for a library. The Commissioners thought her approach to glass very different from Morrison. They have concerns if she can translate her flat designs into a 3 dimensional design. The artists had communicated with the liaison that she is thinking about NW foliage, and making the lobby look lush.

4. STAFF REPORTS

The Commissioners discussed the possibility of finding another location to re-instate a graffiti wall. This was a suggestion of Councilman Beilstein at the annual PASC report presentation to the Human Services Commission. The Riverfront was determined as a good location. The first step would be to find a property owner interested and willing to have a graffiti wall on/at their property. Cy Stadsvold will ask Steve Weiler and Eric Blackledge. Both Cy and Joel Hirsch will ask Rich Carone. Joel also suggested that this could be an interesting project for the new Benton County Historical Museum. Staff will inquire with Mater Engineer what their procedure and experiences were.

5. ADJOURNMENT

Meeting adjourned at 4:45 PM

Next meeting 3:00 PM at the Library Board Room, May 13, 2010

City of Corvallis
Public Art Selection Commission
Date: May 13, 2010

Attendance:

Shelley Curtis
Sara Krainik
Ross E Parkerson
Cy Stadvold, chair
Megha Shyam
Paul Rickey Jr.
Joel Hirsch, City Council

Staff:

Hester Coucke

Absent:

Cheryl O'Deay

Visitors:

Charlie Tomlinson, Mayor

Library Foundation:

Betty McCauley

Keane McGee

Jacque Schreck

Kay Enbom

Library staff:

Carolyn Rawles-Heiser, Exec. Dir.

Mary Norman

Mary Finnegan

Representative donor family:

Steve Larson

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for further review	Action/ Recommendations
II. Approval of Minutes		X	
III. Visitors' Propositions	X		Michele Gutlove's proposal of artwork for the Library Lobby was selected.
IV. Staff Reports			.
V. Adjournments	X		The meeting was adjourned at 5:30 PM

CONTENT OF DISCUSSION

1. CALL TO ORDER

Called the meeting to order at 2 Pm by Chair Cy Stadvold

3. VISITORS' PROPOSITIONS

The commissioners reviewed proposals from four artists who were selected at the March 11 meeting to prepare a more specific proposal for the Library Lobby.

Christopher Morrison, Morrison Glass from Bellingham, WA showed a movie of his hot shop, working in blown glass. He showed images of older work, also previously seen by commissioners in his initial submission, while giving a narrative of the existing pieces. He commented on low maintenance (occasional annual dusting) and replacement of broken pieces without cost. One of his previous pieces has become an icon in a bookstore in Anacortes, which is what he aims for to happen in Corvallis as well.

Morrison designed two options and showed computer generated drawings of both, as well as showing samples of glass. He took the commissioners upstairs to show them how the actual glass will respond to the light in the lobby, reflection and scale. He plans to construct a stainless steel armature hanging from cables from the four corners of the cupola, with a total weight of 250 Lb (80 lbs was given as the maximum in the prospectus hanging from the apex of the cupola). Both options consist of hand blown glass tubes and disks. In option #1 the disks hang from individual cables forming a spiral around the tubes in the center; in option #2 the disks hang in groupings from armatures around the center tubes. The design intends to keep the skylight visible and to scale in relation to the space. The glass would be made in a rainbow of colors, going from warm to cool. Different color combinations are open for discussion. The spiral symbolizes a stream of information, which is the essence of a Library.

Morrison does not expect that the mobile will move much; there will not be enough air current to move the relatively heavy glass pieces.

During the evaluation commissioners did not have many comments on this proposal. There were remarks of it being too busy, overpowering, and too scary to walk under. There was some dust concern, but the size of the pieces and how substantial they are, would make them easier to clean. The work might be in the way of changing light bulbs.

Nicki Sucec from Seattle, WA brought a model of her submission: three open cylinders, fitting within each other, made of thin copper colored tubing. The outside measurement of the structure will be 9 feet diameter and 17 feet high. The structures will be filled with ± 500 wing shaped pieces of mica suspended from monofilament or thin stainless steel cables, the wings measuring from 11 inches to 6 inches. Towards the top the wings would be smaller, and less plentiful as to enhance the sense of distance. The wings would give the effect of a flock of birdsspiraling upwards into the cupola. Sucec presented her design through a model and a collage of options for wing shapes made from laminated mica with flight charts (charts are a metaphor for a form of language, an essential part of a Library). She connected the mobile with Corvallis specific bird

species, birding, local copper mining (color of the tubing). There are two options for wing shapes: a flat silhouette of geese wings, or more structured of osprey.

Sucec expects a lot of movement in the piece. All three cylinders move independently, and the mica wing shapes will be so light that the merest breeze or movement below will make them swirl. The structure will be out of reach from the 1st and 2nd floor, as well as the stairs. Maintenance will consist of carefully dusting with a feather duster.

Sucec took Commissioners upstairs where the mica samples reflected the light, and the scale of the 17 feet tall cylinder became more clear.

During the deliberation there was concern that the artist would not be able to pull it off, but concerning the design words as “phenomenal”, “intriguing”, “elegant”, “sophisticated” and “subtle” were used. Commissioners found it the most unique, most likely to involve movement, but were concerned about the lack of mass and impact. The subtlety was also its weak spot: library staff thought it too monochromatic, the wing sizes too small. Comm. Stadsvold was not impressed with the theme for the library. There were also concerns about maintenance and difficulty in dusting the small, light components.

Ekko Mobiles, Matt Matthews and Ben Gogdill from Portland have engineering and architecture backgrounds. They specialize in mobiles, and have often been part of larger projects, but were excited to see a direct call for a mobile.

They visited the location to get a good feel of how to respond to the space and the meaning of the Library in the community, and came to a list of “do’s” and “don’ts” (see proposal). They noticed high use by kids and teens of the Library, and anticipated the physical interaction these groups would create: reaching, touching, throwing things at the artwork (the artists have made many mobiles, and have encountered all of the above). They noticed connections from in the building to the outside (view of the park, connection with the Belluchi wing).

Ekko Mobiles brought a scale model that showed the movement of the mobile in real life and a computer simulation of how one would experience the mobile in the space walking into the lobby, to the cupola, up the stairs and around the opening in the second floor. The simulation showed views from the mobile, and how viewpoints changed during this “travel.” The mobile consists of a number of vertical rectangular shields connected to horizontal rods, all hanging in balance in a two tier composition measuring at the higher part 8 feet in diameter, at the bottom 6 feet in diameter and 15 feet high; the panels are 25x8 inches and 18x11 inches. The panels simulate the pages of books. The materials used were chosen for a wide color choice (still open for discussion), durability, impact resistance, clean construction options and maintenance. The rods are made of aluminum pipe, the shields of “3form”, a resin that simulates glass. It is transparent, colorful, shatterproof, comes in a variety of textures, and reflects light as fused glass does. The reflection of the “3form” pieces will interact with the colorless glass tiles in the balustrades of the stairs and 2nd floor.

The mobile is very susceptible of air currents and will move easily with slow circular movements, playing of itself. The designers included an electric operated wrench to lower and raise the mobile for maintenance or repair.

Jacque Schreck, who was on the original Library Design Committee, mentioned that the designers picked up on elements that the original architects intended

(connections with outside, interplay with balustrade). Commissioners liked the movement and thought the design well thought through, considering the space well. Commissioners thought kids would like the simplicity of the design. One commissioner thought the individual pieces were dull and the colors boring. (Colors in the model were made of opaque instead of transparent material in red, blue and yellow; a fan of color samples was passed around for other color choices).

Michele Gutlove's (Natick, Massachusetts) inspiration was the Siuslaw forest, her piece titled "*Siuslaw Sun Shower*". She brought a scale model to demonstrate how the piece would look. The artwork consists of a large number of hand formed pieces of glass attached to strands of stainless steel cable hanging from a circular frame. The overall shape is a large circular transparent column hanging in the space; the column measures 14 feet tall and 9 feet diameter. Some of the glass pieces will be made from dichroic glass, positioned in the upper part of the column creating a field on a 30° angle as to simulate sunrays coming through the tree canopy. The artist showed with the use of flashlights how the dichroic glass would sparkle in the light. She passed a tray around of individual pieces true to size in different colors of green, blue and yellow. The circular frame is a truss of aircraft aluminum, which will be hanging from eight points to divide the weight. The construction would match the original architecture. The truss consists of two rings, connected with tubes forming a triangular pattern. The artist did not expect that the piece would show movement, other than in an earthquake. The total weight of the piece would be 88lbs (80 lbs hanging from the apex of the cupola was given as maximum in the prospectus), but could be made lighter by using dichroic resin. The pieces of glass would be covered by a product to make it behave as safety glass. Cy Stadvoid suggested that the bottom of the piece could be made concave or convex to add interest, the artist concurred. The artist suggested renting a lift to clean the cupola at the same time as her installation, and share costs.

This design was considered the most artistic of the four, with a real "wow" factor, an inspiring signature piece for the library, "something one could write about." There was a comment that the evenly spaced strands could look like a "corn field", and perhaps long strands could entangle. The truss was not deemed very attractive.

Megha Shyam moved to accept Michele Gutlove's proposal, Sara Krainik seconded the motion. Without objections, the motion was unanimously accepted by Commissioners Shyam, Krainik, Stadsvold and Curtis. Commissioners Parkerson and Rickey had to leave early. Non-voting representatives of Library staff and Foundation were pleased with the selection.

5. ADJOURNMENT

Meeting adjourned at 5:30 PM

Next meeting May 26, 4 Pm at The Arts Center, dance floor

City of Corvallis
Public Art Selection Commission
 Date: May 26, 2010

Attendance:

Shelley Curtis
 Ross Parkerson
 Paul Rickey Jr.
 Cy Stadvold, chair

Absent:

Sara Krainik, excused
 Cheryl O'Deay
 Joel Hirsch, City Council
 Megha Shyam

Staff:

Hester Coucke

Visitors:

Charlie Tomlinson, Mayor
 Sara Swanberg,
 Director of The Arts Center

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for further review	Action/ Recommendations
II. Approval of Minutes	X		Minutes of March 11 and May 13, 2010 approved as submitted.
III. Staff Reports	X		Review of Policy CP 98-4.12 generated five points of attention. Change: 4.12.044 Call for Proposals or Qualifications, paragraph b. 7), "photos or slides" should be replaced with "digital images". Change: Artwork Donation Form, where Witness Signature should be added to make it a legal document.
IV. Visitors' Propositions	X		Commissioners unanimously approved a mosaic mural of a dragon at The Arts Center.
V. Adjournments	X		The meeting was adjourned at 4:55 PM

CONTENT OF DISCUSSION

1. CALL TO ORDER

Chair Cy Stadvold called the meeting to order at 4:05 Pm.

Mayor Charlie Tomlinson has taken the opportunity of May being Volunteer Month, to welcome Commissioners and express his appreciation for their volunteerism, especially Cy Stadvold, chair and Megha Shyam, who both served three consecutive terms of three years on the commission and will be leaving the Commission by July 1, 2010. The Mayor introduced Sidney Snell who has been invited to be on the commission and came to the meeting as a public observer.

Enough commissioners were present to make a quorum.

2. APPROVAL OF MINUTES

The minutes of the meetings of March 11 and May 13, 2010 were approved as submitted. Ross Parkerson remarked they were very good and thorough minutes. He asked to have the E. eliminated from his name.

3. STAFF REPORTS

Commissioners reviewed Policy 98-4.12. which created five points of attention, all brought up by Shelley Curtis.

4.12.010 Purpose paragraph d. Ms. Curtis asked if the text of paragraph d. referred to the jury process of the Library Lobby artwork, where a number of non-committee members were present. Staff explained that it went back to the history of the Riverfront Park, and the collaboration between the Riverfront Design Review Commission (no longer in existence) and the Public Art Selection Commission. The tasks and responsibilities of the two committees overlapped at times, and weren't always clearly defined. The current text of the policy 4.12.010, paragraph d. is formulated to clarify where the final jurisdiction lies.

4.12.030 Art Selection Criteria c. This item concerns a maintenance (and repair) fund. Past director Parks and Recreation Julee Conway communicated with Public Art Selection Commission liaison that it is undesirable to have a sum of money designated and potentially unused in a City budget. In reality the maintenance of the artwork is folded into the regular budget, in the same way as the artwork is insured by the general City insurance. See the occurrence of the theft of the otter (fortunately brought back to Parks and Recreation offices), which would have been covered by City's insurance.

4.12.044 Call for Proposals or Qualifications, paragraph b. 7) "Photos or slides of previous work" should be changed to "Images of previous work", since slides or photo's are seldom used anymore, and the majority of *Calls for Proposals or Qualifications* require digital images. By using just the word "images" all methods will be covered.

Ms. Curtis remarked that 4.12.044 Call for Proposals or Qualifications, paragraph c limiting the number of visitors to three to review meetings was a good one and should be followed. At the May 13 meeting for the Library Lobby artwork selection eight visitors were present, which seemed excessive. Commissioners felt that what the visitors brought forth was valuable, but that it restricted their own time and opportunity for

deliberation. Public Art Selection Commission liaison mentioned that there were more representatives of the Library Foundation than she had expected.

Ms. Curtis, as the Oregon State University Art in Agriculture collection curator mentioned that the collection at Oregon State University has a practice of having a witness signing their artwork donation paperwork, as an extra protection for the University. She suggests doing the same with the City's Artwork Donation Form. Commissioners concurred.

4. VISITORS' PROPOSITIONS

Sara Swanberg, Director of The Arts Center brought a request for approval of a mosaic mural in the outside stairwell of The Arts Center to the Commission. The mural depicts a dragon, designed by Globetrotters Arts and Culture Camp instructor Keith Moses and executed by children taking part in the Globetrotters Camp. After Ms. Swanberg read her proposal (see attached) and showed images of the process, the Commissioners took a look at the dragon mural itself. Commissioners were very taken by the mosaic; it is a colorful surprise, in the same vein as the Alley Art Surprises: suddenly it is there.

The possibility to direct people to the dragon mural was brought up, but argued against. It seemed better in character to keep it a surprise for those who use the building, and not direct, or attract attention to the bottom of the stairwell as to prevent illicit use of the space.

The Commissioners felt there was no need to paint the concrete which would require ongoing maintenance. The contrast between the rough character of the concrete and the colorful artwork made the entire rendition more attractive and characteristic: a colorful sparkly beast in a rough surrounding.

Ms. Swanberg asked for **a.** an approval for 5 year period, or **b.** an approval for permanent installation. The Commissioners opted for option **b.** a permanent installation. Ross Parkerson made a motion to accept the dragon mosaic mural, with the stipulation that a plaque will be added stating:

1. Title or Name of the Dragon
2. Name of the artist
3. Name or reference to participating children (individual names, or Globetrotter week they were participating in)
4. Date

Paul Rickey Jr. seconded, there were no objections. The Public Art Selection Commissioners unanimously approved the dragon mosaic mural at The Arts Center.

Cy Stadsvold brought up that the naming of the dragon could be a good project for The Arts Center, in making it a competition with some kind of a prize. Ross Parkerson added that the competition should not be limited to children, but also open to adults. Ms. Swanberg picked up on the suggestions favorably.

5. ADJOURNMENT

There was no new business.

Meeting adjourned at 5:55 PM

Next meeting TBA

Agenda Public Art Selection Commission, City of Corvallis

May 26, 2010

@ The Arts Center Dance floor

4PM

Mayor Charley Tomlinson

Approval of minutes March 11, 2010

Approval of minutes May 13, 2010

Review of City Policy, CP 98-4.12

Review dragon wall mosaic @ The Arts Center

New Biz

Adjournment

Pink, cuz today, it just goes with the fashion.

Last week's issue featured a cover photo of a local ballerina statue that was spray painted pink. We wanted to know what you thought.

It is not that I don't like pink, but I did not appreciate finding the Ballerina in front of The Arts Center partly painted pink. The artist of the sculpture, Raymond Hunter created a bronze, and selected a specific patina for it. If he had wanted a polychrome sculpture, he could have asked the foundry to do that. So painting the skirt and shoes is the equivalent of painting over a painting in a museum. Somehow that sounds more outrageous than painting the skirt and shoes of a sculpture pink, doesn't it? But it really isn't. Self-expression doesn't revile others artwork, it respects it.

The "unknown" did this very carefully and deliberate, with forethought. I wish that the "unknown" had that same forethought about what the consequences for this action would be.

Three staff people from Parks and Recreation were involved in cleaning up the Ballerina, as well as the train in Avery Park. This is taking P&R staff away from their regular task, and is consequently costing extra money. In the current climate of city budget crises and Parks and Rec cutting their budget and staff severely, I don't think it is funny, or "pretty cool" to make this kind of unnecessary work.

P&R staff tried to get all the paint off, but without the really harsh chemicals needed a pink sheen is still there. They had no choice; working harder on the patina surface would have compromised the patina and would require refinishing the sculpture where it is. The last time (2005) I asked for a quote for a smaller sculpture, it came to \$1500 + travel, not including the environmental clean-up required after it. To do something that requires environmental clean up so close to a park and playground full of young kids is far from ideal, but would have been the only financially viable option. To take a sculpture down and have it re-patinated at a foundry would cost a couple of thousand dollars.

And even though this was done with forethought and deliberation I see it is a thoughtless and inconsiderate action, and yes definitely vandalism.

Hester Coucke, Curator
Public Art Selection Commission Liaison for the City of Corvallis
The Arts Center
700 SW Madison Ave
Corvallis, Oregon 97333
541.754.1551

The Difference Between Art and Vandalism

We only had one response to our inquiry about what the difference between art and vandalism is, which you can read in this issue.

As a supporter of all artists, it's hard to want to side against graffiti artists, but I think we've shown in the last two issues the distinct difference between art and vandalism.

Nobody cleans up art. We just let it be. People don't spend hours attempting to scrub artwork off of a wall or a statue, as with last week's cover image. That said, I would argue that the spray painting of Corvallis' Ballerina, though not art in itself, was still artistic. The pink did bring the sculpture to life, and in a consequence free environment we would be probably be able to appreciate it as art, but because someone still needs to clean up the mess, it'll never be art. (Had the artist approached the city and told them what he/she wanted to do and agreed to clean it up regardless of how much it cost and how long it took, though a hard sell, they might have said, "Go for it.")

Yes, you can argue about exceptions in which a plain wall is taken over by an incredible artist and the city or owner decides to paint over it because that's just their policy. That artist could've possibly done the same work on a wall with the blessing of the owner and the city and it would forever be a part of our community. Intention is something that always comes to mind when thinking of art and music. What is the motive? What is the artist driving at? What are they expressing? Is the graffiti artist expressing civil disobedience or desire to have their work seen and appreciated? Is the artist attempting to show us not to covet things too closely and change is inevitable? Are we to remember that freewill drives us all and sometimes acting out is an attempt to remind us that we are truly in control of our lives? There are clever ways to get these points across without having to step on the toes of other artists, as was the case with the spray painted ballerina.

If the city wants to prevent vandalism, create better outlets for such forms of expression. Sure, putting it in the confines of a specific wall will feel like packing it into a box, but do local skateboarders resent the city for providing a skate park for them to discourage doing tricks off of city property? I doubt it. Hopefully other business owners will take a cue from Red Hat Construction and allow the talents of local artists to be expressed.

Here is to making Corvallis a community of respectful expression.

Cheers,

Noah