



WHERE COMMUNITY AND SPIRIT MEET®

**Kirkwood Arts Commission
Meeting Minutes
City of Kirkwood
January 20, 2014, 5:00 p.m.**

PRESENT: Members: Agnes Garino, Mary Hanson, Judy Roberts, Terry Sibbitts, Zoe Perkins. Missing: Jim Weidman. Staff Liaison: Beth von Behren. Council Liaison: Art McDonnell. Guest: Jana Cappmeyer, Linda Epp

Pursuant to notice of meeting duly given, the Kirkwood Arts Commission convened at 5:00 p.m., on January 20, 2014, in the main-level conference room at Kirkwood City Hall, 139 S. Kirkwood Road.

- I. **Minutes:** Motion made by Ms. Sibbitts and seconded by Ms. Roberts to approve the minutes. Motion passed.
- II. **Guest Speaker Linda Epp, on Art at the Station:** Linda explained she has been coordinating Art at the Station for about five years. She typically does about 90 percent of the work but she does occasionally need back-up help when she's out of town. She does not do the invitations, and she doesn't do very much with the money, except to accept payment for art that sells, a portion of which (40 percent) goes to Kirkwood Area Arts Council (KAAC). There is a mailing list of about 100 people who receive invitations each month, and they also give 25 invitations to the artist. The artists sign a liability waiver and a contract, which requires them to be a KAAC member. Linda collects membership money too. Phyllis Ravensburg has an electronic membership list that she uses to email members. These names come from the guest book that attendees sign at the receptions. Linda sends a calendar entry on Art at the Station to the Webster-Kirkwood Times each month. Linda is willing to continue coordinating Art at the Station, but she needs a volunteer to help with the receptions. She also reported that the current iteration of KAAC (Kirkwood Area Arts Council) will do the invitations, postage, and reception food for the February, March, and April exhibits, during the transition to this event being sponsored by the Commission and funded by the Kirkwood Arts Foundation.
- III. **Volunteers:** Agnes said she would work the February 5 reception. Zoe will work the March 5, but we should confirm that next month. Action items: A request for volunteers will be promoted in several ways and publications: Using both Bucket List email lists, on Facebook, and in City publications. We will publicize that we have three specific needs: 1) Art at the Station. 2) Public Art Subcommittee. 3) The summer concert series (ushers).
- IV. **Commission Vacancy:** We already have three individuals who have expressed interest: Julie Hammond (Kirkwood Public Library), Robin Theiss (owner of STL Books), and Jim Erwin (resident and writer).
- V. **Public Art:** Parks and Recreation Director Murray Parks suggested he should be involved with the public art subcommittee, or he should appoint someone from the parks department to work on this. There will be an early planning meeting in mid-February to Mid-March. Agnes said she would like to bring in a speaker from a city that has a program to talk to the subcommittee.
- VI. **Kirkwood Arts Foundation Update:** A real street address is required for the bylaws of the new KAF. Judy Roberts will allow the KAF to use her home address as the address for the Foundation. Mayor



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McDonnell reported that Pat Jones is waiting on the final draft of the bylaws from Keith Kehrer, the Volunteer Lawyers for the Arts attorney.

VII. Other Business:

- a. **Mayfest:** The Downtown Business District's Mayfest will be held May 9 from 10:00 a.m. to 3:00 p.m. The Commission discussed previously having a booth. Will there be a cost? How do we get involved? Would a City booth be free?
- b. **Concerts:** We need a budget for the posters. How many posters will be printed? Should they be 11 x 17 in size or 8 x 11? We also need to print programs, with a bio of the band and information about the sponsors and supporters. KAAC also has typically taken out a ¼-page ad in the Webster-Kirkwood Times in early June for the whole season and then 5 additional 1/8-page ads, one for each concert.
- c. **KAF funding:** KAF received \$3500 in grant money from the Gaylord Foundation.
- d. **HRC Art Fair:** Questions for Maggie: What do you need from the Commission? How is the Fair being promoted? Will the Lutheran and Catholic schools participate?
- e. **Art Competition:** Zoe suggested having an art competition at Mayfest. Participants would use specific ingredients, and we could auction off the works to support future efforts of the Commission. This would be for adults. KAAC did a bird house decorating contest once and auctioned them. The auction of 10 bird houses raised \$700.

VIII. Next Meeting: February 17, 2015. Zoe and Agnes will not be in attendance next month.

IX. Adjournment: 6:30 p.m.