

The City of Frederick, Maryland
PUBLIC ART COMMISSION
Minutes of December 11, 2018
(Approved January 8, 2019)

Members Present: W. Poindexter, T. Daniel, N. Hutchings, K. Kuranda, L. Stewart, N. Long-Parker

Regrets / Absent: A. Cain, D. Rosano, Alderman Donna Kuzemchak

Staff Present: Bob Smith, Dep. Director – Parks & Recreation

Guests Present: Louise Kennelly, Frederick Arts Council

MEETING CALLED TO ORDER:

N. Hutchings called the meeting to order at 4:30 p.m.

MINUTES: Review of the November 13, 2018 meeting minutes.

N. Hutchings moved to approve the minutes. W. Poindexter seconded the motion which was unanimously approved.

NEW BUSINESS:

Review and discussion of Frederick Arts Council (FAC) Master Plan.

Ms. Louise Kennelly, Executive Director of Frederick Arts Council, was present for this agenda item. She stated that public comment on the proposed draft was open until Friday, December 14, 2018. She handed out a few copies of the plan to the commission members to share. The plan has taken two years to create. It is not final, but close. One year ago Todd Bressi, consultant for the project, made a presentation to this committee. This body is considered essential to the success of the plan. The idea is for this (Public Art Committee) to always be in the process.

N. Hutchings noted that the work/effort involved in this plan is quite substantial. However, for some on this committee, there was some tension/conflict with Todd Bressi. Specifically, there were questions in the Implementation chapter regarding Sections 6. Staffing , 7. Governance, and 8. Roles and Responsibilities. He asked if the Frederick Arts Council is requesting approval of the plan (from Public Art Commission) at this meeting?

Ms. Kennelly stated that Frederick Arts Council is a 501(3)© organization. She feels the voice of the Public Arts Commission has been at the table. A vote of approval from this commission would be nice, but it is not required or necessary in order for the Master Plan to continue.

In response to questions by N. Hutchings, Ms. Kennelly stated that any project in the City needs approval by the Public Art Commission. She feels the question of governance is explained in Section 7 of the Master Plan on pages 60-61.

K. Kuranda stated she had questions on administration and use of public funds. She asked for an explanation of the checks and balances as she did not understand how a private nonprofit would

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administer public funds. She also asked if the Frederick Arts Council proposed to underwrite a position or take over that position for the City.

Ms. Kennelly stated that each project would have a task force, and a priority list is created. She envisions an arrangement similar to what Downtown Frederick Partnership (DTFP) has via Memorandum of Understanding (MOU). They are trying to get people to buy into the vision of a comprehensive plan for art. There would be later reassessment. Private funders would come forward to get the plan and the position started. The first year the employee would probably be a contracted position. This is to be a day to day person accountable to the City via MOU.

N. Hutchings noted that Frederick City residents pay both City and County tax. However, residents outside of Frederick City only pay County tax. If it is a City position, the City residents would pay double.

Ms. Kennelly responded that funding the position would be via private donor. They have a big budget with many sources. K. Kuranda asked if Ms. Kennelly was referring to a matching grant. Ms. Kennelly was unsure of matching grant funding.

T. Daniel referred to the 1.1 Implementation Matrix on page 48 of the Master Plan. She asked how the Public Arts Council employee would work/coordinate with the City (proposed) position.

N. Hutchings stated that his sense was that the City is putting forth for an arts professional position; a position that has been desired more than 10 years. Now with the new Mayor, there may be an opportunity for such a position. He feels there is the potential for the two positions (Public Arts Council and City staff position) to dovetail.

T. Daniel expressed concern regarding conflict of interest. She realizes this plan is only a draft.

Ms. Kennelly questioned the timing of the City's proposal of an art professional. She noted that the Frederick Arts Council has spent a lot of time working on the draft Master Plan and what is needed to make the plan work best for all parties. The idea was for a central location for all the art work. In a few years the plan could be revisited. She worries lots of activity would be parallel. A year ago the Frederick Arts Council presented to the Public Art Commission and asked if they (Frederick Arts Council) could be the entity for this central location. She felt they were encouraged last year. Therefore she wonders about the timing of a City art professional. The Frederick Arts Council needs the Public Art Commission on the same page in order to get the Master Plan launched. She feels it is early in the process for everyone to jump in and do parallel hiring.

T. Daniel addressed Ms. Kennelly's statement regarding feeling encouraged by the Frederick Arts Council. T. Daniel noted that the Public Art Commission did not know the specific details that would be included in the proposed final draft plan. She now feels the Public Art Commission is being discouraged by Frederick Arts Council regarding pursuing its own (City arts professional) new position.

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N. Hutchings explained that for the City art professional position to be included in the 2020 budget, paperwork had to be prepared by the end of this December. The discussion happened to land/coincide. It may look like a monkey wrench to Frederick Arts Council, but the commission has been working for ten years to gain approval of a new position. Previously, the commission did not have the Mayor's support. Now that they feel the Mayor will support it, the commission is moving forward with the request. He believes two separate but similar positions can coincide, but it may mean adjustments are necessary. He does not want a wedge between the Frederick Arts Council and the Frederick City Public Art Commission

K. Kuranda feels the arts community is too small for division.

N. Hutchings stated that establishing a balance where the two can coincide is important. He sees all the efforts towards art as a bridge. There are some questions about governance he feels could be solidified.

Ms. Kennelly thanked N. Hutchings for his statements. She stated that she is concerned about the timing of the MOU as the Frederick Arts Council will be seeking City funds for the 2020 budget process. She also expressed desire to work with the Public Art Commission.

N. Hutchings noted that the Public Art Commission is comprised of volunteers who also work full time in their own careers. The timing for a public art professional new position request is right for the commission; sorry if the timing seems wrong to you.

K. Kuranda views the situation as the potential for more manpower which may need realignment; but realignment is possible.

N. Hutchings stated that it would be beneficial to have a full time arts professional position within the City. The employee could build bridges.

W. Poindexter asked about details for a job description for the Frederick Art Council staff position. Ms. Kennelly stated that a list of duties for the art coordinator position is listed on pages 59 and 63 of the Master Plan.

N. Hutchings asked – In dealing with individual cities in the County, how you envision connecting all together? Ms. Kennelly stated that the Frederick Arts Council would be comprised of members from the municipalities.

N. Hutchings questioned #7 under public art which states that currently the City has no published policies, procedures and guidelines.....

K. Kuranda asked Ms. Kennelly how she saw the process moving forward. Ms. Kennelly stated that she would ask the City for a % of funding via the capital budget. The Mayor has asked for a list of priorities. Frederick Arts Council will also go to the County to request funding. She feels the community is ready. She is asking for funding in this budget process. She will be submitting a memo to the Mayor in January.

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K. Kuranda questioned whether any analysis had been done regarding development regulations. She indicated that maybe some adjustments are needed due to policies. For example, both the City and County individually issue permits for art projects within its own jurisdiction.

Ms. Kennelly stated that the Master Plan was envisioned to create a process so the City and County could work together.

T. Daniel asked how to measure the success of the Master Plan. What is the matrix of success?

Ms. Kennelly stated that some believe arts lead to economics. Surveys, feedback, and tourism arrive at the consensus that art does correlate to economic development. The field is currently trending towards interactive art more than art items. People have been responding positively to the Master Plan. While the Frederick Arts Council is the portal, the Master Plan can't do well without the Public Art Commission buy in.

N. Hutchings stated that he was uncomfortable calling for a vote without a full board. He likes a lot of the information contained in the Master Plan, but governance is a concern. Members of the Public Art Commission have the impression that the Master Plan is taking away authority/governance of the plan for projects within the City. The Public Art Commission is still pushing forward for a Full Time City staff professional art position.

Ms. Kennelly asked the commission to make the distinction that the new proposed City position is for support.

There were questions from the Public Art Commission regarding the flowchart of how to bring an idea for an art project through the process to fruition since the Master Plan as written proposes all art projects must apply and funnel through the Frederick Arts Council. Additional questions were raised regarding projects which may not have been placed on the priority list formed by the task force.

Ms. Kennelly responded to questions posed regarding the scope and management of the public arts program. She had thought the Master Plan/Frederick Arts Council could take some of that work off the City's plate.

Ms. Kennelly answered questions about the review/public comment time frame and stated that Friday December 14th, is when the public comment window closes.

N. Hutchings stated that he felt the Public Art Commission needed some clarifications regarding governance, public arts manager, etc. He is not comfortable calling for a vote without a full board. He personally feels the two, Frederick Arts Council arts coordinator and City of Frederick art professional, positions can be a bridge.

N. Hutchings asked Ms. Kennelly to wait and come back to the January 8, 2019 public meeting for a vote from the commission.

N. Hutchings noted that he would have to leave at 6 p.m. for another commitment.

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Review and discussion of a proposal to create the position of a City Art Professional staff member.

B. Smith responded to questions by W. Poindexter by stating that the City has a template for job descriptions. The Public Art Commission needs to create a scope with a listing of tasks and duties which can be plugged into the template. Human Resources would handle the hiring.

N. Hutchings asked B. Smith whether he saw any red flags in the proposed scope/duties. B. Smith stated that he did not have any comments regarding the scope—it is what he needed to have to give to Human Resources to proceed with the process. He stated that the proposed information was very thorough, and very similar to the Historic Preservation Commission staff position/s--but different topic.

T. Daniel asked if a decision had been made regarding what department the position would fall within—Economic Development, Parks, Planning, and Public Works.

B. Smith stated that the Mayor would determine which department would incur the new position. The Mayor would have discussions with department heads and Zack Kershner, Deputy Director of Public Works before a decision was made regarding which department best fit the new position.

In response to Ms. Kennelly's request, N. Hutchings gave Ms. Kennelly a copy of the scope and job duties for the proposed new art professional position for the City.

K. Kuranda moved to approve the proposed scope and job descriptions for the new City arts professional position. T. Daniels seconded the motion which was unanimously approved.

Other Business: Various.

N. Hutchings noted that Alderman Kuzemchak had an item she wanted to discuss, but she did not make the meeting due to suffering from vertigo.

Proposed New Art Project: B. Smith stated that he met with Linda Moran and a few other people earlier today regarding a new art project. The group will soon submit a sketch which he will have staff check for infrastructure issues. Then, it will be placed on a future Public Art Commission agenda.

GIS/art database: K.Kuranda asked about the database for an art inventory on which A. Cain has been working. N. Hutchings stated that the art inventory was part of the tasks the new position would accomplish.

Motion for Adjournment:

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On a motion by K. Kuranda, seconded by W. Poindexter, the motion to adjourn was unanimously approved at 5:40 p.m.