



Minutes

3:30 p.m., December 15, 2016

Room 309, City-County Building

1. Call meeting to order and establish quorum

Present: Johnny Moore, Chip Clawson, Carol Montgomery, Mary Vandebosch, Mitch Carroll, Becky Lawson.

2. Approve minutes from October 20 motioned to approve by Becky, seconded by Mitch.

November meeting: Motioned to approve by Mitch, seconded by Becky.

3. Parking garage mural

- a. Proposal deadline was 12/14
- b. Summary of proposals received
 - received 3 proposals.
- c. Next steps –
 - What system will be used for the selection? We would like to have the criteria in place to fairly decide. If one is not selected, than we can re-advertise.
 - Selection is by consensus, based on the criteria.
 - thought is to do a group consensus on each criteria, documenting as we go.
 - Kathy to do a qualification spreadsheet indicating the level of compliance with the RFP. Kathy will let Mary know the results.
 - Then release proposals to the committee and invite the other community representatives to the next meeting to make a decision.
 - If no decision is reached, then we would do a special meeting.
 - Mary to reach out to Judy from the BID to coordinate our next meeting with them.
 - It is important to have a process and to be able to give a brief explanation of why or why not, and also to be timely with letting them know the result. Mary to send an acknowledgement to the respondents.

4. Traffic Signal Boxes

- a. Updated RFP - Thought on letting same artists do more than one box. This could be determined in the selection process. Change language to say: More than one submission could be made. HPAC seeks mural designs for up to 8 boxes.
- b. Template – Becky: what dimensions to include. Template is intended for direct submittal to the committee to the vinyl folks. Becky to contact Bozeman folks and Signs now regarding vinyl wraps.

- This to be finalized in our next meeting.
 - Select artists by May 1st.
 - Do a community display later.
 - Edit text so that we are clear on designs being submitted, not artists.
 - Selection depends on material submitted.
 - Mary to send out criteria from Missoula's project.
 - Name and year on box should also be included on box.
- c. Friends of the Placer – sponsorship proposal; NW Energy box
- maybe continue discussions. Credit box or not? Maybe sponsor the one closest to the Placer.
 - SIGNS NOW to do cleaning of boxes? We will need to talk with them to see they will do this. City would rather not do the cleaning / surface prep. We may need to adjust box numbers for artist award to remain consistent.
- Johnny to send out ideas and suggestions to the committee from Missoula and Great Falls.

5. Inventory and inspection of public art installations

- a. Possible “capital improvement” budget recommendations for professional inspection, maintenance, repair and/or replacement
- a. Still need someone to inspect bandshell
- b. Reports to members and Mary
- c. Photos when helpful

6. HPAC mission and wording

- a. Chip's proposal - to be emailed out. Acquire, maintain, and professional are his criteria.
- b. Discussion

7. Ideas for Chalk Up Helena!

- a. MAC grant information - grants start July 1st. Artists in Schools and Communities. Early April for July 1st 2017.
- b. Continue discussion: professional or guest artists, cash prizes, workshops and demonstrations

8. Committee membership

- a. Thanks to Carol Montgomery for her service
- b. Five vacancies; recruitment needed

9. Public comment – none.

10. Next meeting January 19

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