



Minutes
3:30 p.m., September 19, 2019
Room 326, City-County Building

1. Call meeting to order by Chairman John Moore at 3:30.

Welcome new HPAC Member – Margaret Strachan.

- a. In Attendance: John Moore, Susan Steffens, Jennie Stapp, Nick Ladas, Kathy Macefield (volunteer), Margaret Strachan, Peggy Benkelman (coordinator).
- b. A quorum was not established.
- c. Guests: Bret Boundy (father of Kyle Boundy), Erin Powers (partner of Bret Boundy),

2. Approve minutes from August 15, 2019 meeting – delayed until next meeting.

3. Memorial installation for Kyle Boundy

RFP needs to be put into a new format and then formally accepted by the City Commission. It first needs to be approved at an Administrative Meeting on 10/30/19 to get on the Commission Agenda the following week. Will add all three 2020 projects into proposal for approval by Commission: Boundy Sculpture, Traffic Signal Boxes, Ghost Signs.

Brett Boundy asked where all the money donated was being held. John Moore stated it was in the non-profit *Lost & Foundation*. \$2000K will be set aside for moving and maintenance. Questions on the application involved changing some of the wording: 1. How to Apply – Images of up to 5 distinct previous images will be accepted. If you have never completed an installation, please explain why you are qualified to do so.

RFP when approved, will be circulated on Montana Arts Council, Facebook and work of mouth.

4. Installation planning FY 2020 Traffic Signal Boxes

Abigail St. Lawrence edited the RFP, but we will still need to make some changes and place the information into the new RFP format. Abby added the addresses of

the boxes and John will take photos of the locations. Heading needs to read Proposal (not poposal), remove word incursion and insert encroachment, submission deadline is December 2nd, 2019, Selection process: committee composed of HPAC members (not City Staff). John will check with Montana Department of Transportation on the encroachment permit. Again this information will be presented to the City Commission initially at an Administrative Meeting on October 30th.

5. HPAC Informational Flyer/Brochure

The brochure was approved and Peggy will have #500 copies made from Action Print at a cost of \$180. It was suggested that we order a Banner for Display at events as well. Peggy is waiting on budget approval and update from the Finance and Clerk's office.

6. Plan for Historic Ghost Signs per City Manager

Pam Attardo provided several locations of ghost signs from which HPAC may choose. HPAC may want to follow Historic preservation guidelines. Jennie Stapp said MT Arts Council has awarded grants in the past for Ghost Sign restoration and HPAC may want to follow the standards used in Butte. Kathy Macefield said Historic preservation persons don't want the restored signs to look too new. Margaret Strachan reminded us that owners of buildings where ghost signs are need to be contacted, give their input and possibly sign some sort of agreement that they won't paint over the restored signs.

7. Brynn Holt repair of "All of the Above, None of the Above"

The former contract with Brynn had expired and there is a new template as well. We will move the information from the old contract to the new and re-submit to the City Manager. Susan Steffens mentioned the benches also need to be painted/sanded. November 30th 2019 deadline may be placed on the contract.

8. Fall Art Walk – November 8th

John Moore Suggested that Mitch Carroll do the set up and work with the Holter Museum. It will be nice to have new brochures and possibly a new HPAC banner to display during the event.

9. Public comment –

HPAC should review its Location Priority List to determine future locations for installations. Carry-over of installation money from year to year is imperative if the HPAC wants to install quality public art.

Vandalism at Performance Park is now being repaired by the city.

Kathy Macefield suggested Helena consider quality “Welcome to Helena” Signage. Signs could be metal and sculpted by High School Students. Peggy should place the map and locations of art around Helena on the website.

Meeting adjourned at 4:55pm

10. Next meeting October 17, 2019