

CITY OF ELKO
ARTS AND CULTURE ADVISORY BOARD
REGULAR MEETING MINUTES
4:30 P.M., P.D.S.T., WEDNESDAY, MAY 1, 2019
ELKO CITY HALL, 1751 COLLEGE AVENUE, ELKO, NEVADA

CALL TO ORDER

Chairwoman Catherine Wines called the Arts and Culture Advisory Board Meeting to order at 4:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

BOARD MEMBERS PRESENT: *Chairwoman Catherine Wines*
Cynthia Delaney
Mica Johnson

BOARD MEMBERS EXCUSED: *Bailey Billington-Benson*
Mandy Simons

CITY STAFF PRESENT: *Assistant City Manager, Scott Wilkinson*

GUEST PRESENT: *Simone Turner*

COMMENTS BY THE GENERAL PUBLIC

Ms. Simone Turner addressed Board Members, stating that she had attended the City Council Meeting, which was held on April 23rd. Ms. Turner stated City Council granted the request by the Arts and Culture Advisory Board for a donation in the amount of \$10,000. Ms. Turner added she was very proud of the Board Members, and she was also proud to be a part of the community. Chairwoman Wines thanked Ms. Turner for her comments to the Board, and all of her assistance with the project.

Ms. Wines advised Board Members that she has also received a check from Ormaza Properties for participation in the Elko Mural Expo 2019 in the amount of \$ 5,000.

| | | |
|----------------------------|----------------------|------------------------|
| APPROVAL OF MINUTES | April 3, 2019 | Regular Session |
| | March 6, 2019 | Regular Session |

Cynthia Delaney made a motion to approve the March 6, 2019 Arts and Culture Advisory Board Meeting, and Mica Johnson seconded the motion.

Motion passed (3-0)

Cynthia Delaney made a motion to approve the April 3, 2019 Arts and Culture Advisory Board Meeting, and Mica Johnson seconded the motion

Motion passed (3-0)

1. UNFINISHED BUSINESS

- A. Discussion of creating an arts brochure that includes a map of Elko with major art attractions including the Boots, WTC Memorial, Sagebrush, plus other attractions, and matters related thereto. **FOR POSSIBLE ACTION**

Chairwoman Wines stated she has spoken with Ismael Flores of Office Depot, who is overseeing the Arts Brochure and Map Project. Chairwoman Wines told Board Members she has provided Mr. Flores with information for the brochure which will include Arts and Culture Advisory Board accomplishments, as well as past and future projects spearheaded by the Board.

Chairwoman Wines expressed her concerns to Board Members regarding the timing of the printing of the brochure. Ms. Wines suggested possibly delaying the project, in order to include updated information on the murals. Board Members agreed the murals should be included in the project.

Mr. Wilkinson reminded Board Members that a City of Elko Purchase Order was already in place for the project. He explained the Purchase Order served as a contract between the City of Elko and Office Depot. Ms. Wines asked if there was a deadline for the Purchase Order. Mr. Wilkinson said, he estimates the deadline for the Purchase Order to be June of 2019. Mr. Wilkinson will be looking in to the actual deadline.

Mr. Wilkinson stated he might be able to amend the Purchase Order, but hesitates, because if they do this for one vendor, they will have to do it for all.

Ms. Johnson questioned whether they would be able to use the OGI Deli's Mural for the brochure?

Chairwoman Wines said icons of boots will be used to mark the locations of the actual boots on the map. Photos of the boots will also be included in the final map.

Ms. Wines said she will contact Art Spot Reno for the actual locations of all of the murals, so they can be added to the map.

Mr. Wilkinson added, if the Purchase Order date is extended, another possible issue might be a delay in payment to Office Depot.

After a brief discussion, Assistant City Manager Wilkinson suggested making a motion for Chairwoman Wines to contact Mr. Flores at Office Depot to discuss extending the deadline for the project.

Cynthia Delaney made a motion to direct Chairwoman Catherine Wines to contact Ismael Flores at Office Depot to extend the deadline for the Art Brochure and Map Project, and Mica Johnson seconded the motion.

Motion passed (3-0)

B. Discussion of an Electrical Power Box Project, and matters related thereto. **FOR POSSIBLE ACTION**

Ms. Delaney said she send out requests for quotes for the Electrical Power Box Project to several potential vendors, she added only one quote has been received which was submitted by Teton Signs in the amount of \$250. Ms. Delaney added the amount from Teton Signs came in much less than anticipated.

Chairwoman Wines stated the actual budget for the Electrical Power Box Project was \$1,500.

Board Members discussed possibly accepting bids for a larger sized product and revisiting the action item at a future Board Meeting.

No Action was Taken

C. Discussion of the proposed Mural Festival Collaboration with the Art Spot Reno, and matters related thereto. **FOR POSSIBLE ACTION**

Catherine Wines advised Board Members representatives from Art Spot Reno will need help during the festival. Board Members stated they would make themselves available to assist as needed.

Ms. Wines added Art Spot Reno representative plan to be in Elko during the Mining Expo to seek donations for the project. She added several companies in Reno have committed to making donations towards the event.

No Action was Taken

D. Discussion of an Arts Advocacy Day or an Art Mixer to bring the art community together to rally support for art events in Elko, and matters related thereto. **FOR POSSIBLE ACTION**

Board Members discussed advertising strategies for Arts Advocacy Day.

Catherine Wines mentioned to Board Members that it was City Manager Curtis Calder's idea to bring the art community together.

Ms. Wines suggested creating a calendar of events for the art community and possibly providing a public service announcement for upcoming events.

After a brief discussion Board Members decided to emphasize introductions of all of the art entities for the first meeting.

Cynthia Delaney made a motion for Chairwoman Catherine Wines to coordinate poster design with Staff Member Kim Wilkinson, and draft a PSA to bring back for approval of the Board, and Mica Johnson seconded the motion.

Motion passed (3-0)

- E. Discussion, consideration and possible approval of a Miniature Boot Fundraising Program through Icon Poly, and matters related thereto. **FOR POSSIBLE ACTION**

Chairwoman Wines stated the largest boot Icon Poly would be able to create would be eight inches tall.

Assistant City Manager suggested possibly creating a draft contract once the boot has been created.

Board Members will bring item back for discussion at a future meeting.

No Action was Taken

- F. Review of Arts and Culture Component of the City's Master Plan, and matters related thereto. **FOR POSSIBLE ACTION**

No Action was Taken

II. NEW BUSINESS

- A. Discussion of Mayor's Arts Awards, begin advertisement for artists to create the awards and determine schedule for nomination period, and matters related thereto.
FOR POSSIBLE ACTION

Cynthia Delaney made a motion to receive nominations by September 20, 2019; winners of the Arts Awards will be decided at the Arts and Culture Advisory Board Meeting scheduled on October 2, 2019; presentation of the Arts Awards will be scheduled on November 6, 2019 at the Arts and Culture Advisory Board Meeting, and Mica Johnson seconded the motion.

Motion passed (3-0)

II. REPORTS

- A. Update from the Representative Advisory Council, and matters related thereto.
NON-ACTION ITEM – INFORMATION ONLY

Chairperson Wines provided Board Members with a brief report.

- B. Collaboration of a Public Art Project with the Elko Convention and Visitors Authority (ECVA) at the new Conference Center, and matters related thereto.
NON-ACTION ITEM – INFORMATION ONLY

No Report was given.

- C. Update on the Centennial Boot Repair Project, and matters related thereto. **NON-ACTION – INFORMATION ONLY**

Simone Turner provided Board Members with a brief report.

SCHEDULE THE NEXT MEETING

Catherine Wines scheduled the next Arts and Culture Advisory Board to be held at 4:30 p.m. on Wednesday, June 5, 2019

COMMENTS BY THE GENERAL PUBLIC

There were no public comments.

ADJOURNMENT

Chairwoman Catherine Wines adjourned the Arts and Culture Advisory Board Meeting at 5:55 p.m.

Respectfully Submitted,



Assistant City Manager
Scott Wilkinson