**PUBLIC ART COMMISSION MEETING MINUTES**

Wednesday, January 10, 2024

In attendance: Andy Hillier, Roberta Rogers, Megan Delong, Jessica Travis, Katie Beck, Stephanie Leonardi, Jon Fiume, and Summer Hall

1. Call Meeting to Order
	1. The meeting was Called to order at 4:07 pm by Andy Hillier
2. Approval of the December 13, 2023, meeting minutes
	1. Katie motioned to approve the minutes; Jon seconded the motion. No one opposed the minutes, so they were approved.
3. Old Business
	1. Summer starts with an RFP that is created and submitted to law and we are currently waiting on final approval from legal before sending press releases for companies to start applying. The potential rollout date would be February 16. Jon asked if there was a minimum number of days the RFP must be posted to satisfy any city requirements. Summer said there is no minimum number of days, and we can re-blast the press release halfway through the allotted window to remind companies of the opportunity. If there are no responses, we can set new dates for submissions.
	2. The idea of a 45-day time window is proposed. Megan Likes the 45-day time window to give plenty of time for the companies to form a proper proposal to the commission. Andy asks for a motion to vote on the 45-day window for the RFP, Jessica motions for 45 days and Jon Seconds the motion passes with no descent.
	3. The discussion on how many signal boxes should be chosen is opened. Andy mentions he would like to see prices from the companies that submit the RFP before a final decision is made. Roberta mentions looking where there are high-traffic intersections would be better suited for this project. Andy mentioned the top three signal boxes per a certain area would suffice. The top three intersections per ward would make sure there is equal opportunity for every ward and would allow every ward to be supported. Summer will work with civil engineers and zoning to get a list of the most trafficked intersections sent out to the commission. Summer will also include the sizing of the boxes in the high-traffic areas.
	4. Summer hopes to have all boxes completed by mid-summer to early fall at the latest.
	5. Jessica asked about putting out the call for artists at the same time as we do the RFP to get public feedback on the potential of the project. John asked whether the call for artists would be area/ward specific, or would they be able to be used all over the city? Summer says this is up to the Commission on whether they want to make them ward-specific or not and how they write the language in the Call for Artists. Stephanie says there will be certain requirements on resolution and artwork sizing based on what companies they choose for the project.
4. New Contact forum for commissioners
	1. Summer will set up A band that every commissioner will be a part of to be able to have conversations while not in meetings and quicker than via email.
5. New business
	1. Jessica says there will be opportunities whether the artwork selected is used in the ward the artist is from or not most artists would be proud to have their work displayed in a public setting. The commission decides to give artists the freedom to either submit already created artwork or artwork they created especially for this project to be submitted. They agree on the basic rules of no profanity, no offensive language, or offensive materials. Also being specific this artwork will be printed on vinyl wrapping. The artist will not be putting the materials and work on the actual box just the creation of the artwork.
	2. Vote on approving RFP once legal is done.
		1. John motions to approve any changes made by the Law Department to the RFP. Roberta seconds the motion. Motion passes with no descent. Jon reserves the right to reopen the motion if there are significant changes made to the RPF by the Law Department.
6. Call for artist.
	1. Summer has a call for artists' examples on file and will send them out to the commission for ideas on what their call for artists could look like. Andy and Jessica volunteer to work on the new call for artists for this project.
7. Mac Love
	1. Summer updates the commission Mac Love has received the contract and initial deposit for work on the art Akron Collection and has ward maps to start mapping out the wards and where public art is in each one of these wards.
8. Upcoming public art events
	1. Roberta mentions a few artist collections by the Summit art space.
	2. Reminded that we check Arts Now and Summit 365
9. Parking Deck Artwork
	1. John says Art Love is working on installations in the parking deck next to the library and this is a public space and thus must be moved through the commission. Summer says she will reach out and see where they are and remind them, they need approval from the Commission before putting in any public art.
10. Adjournment
	1. John motioned to adjourn the meeting and Megan seconded. No one opposed it, the meeting was adjourned at 5:10 pm.