

## **NASHVILLE ARTS AND ENTERTAINMENT COMMISSION MEETING THURSDAY, JANUARY 12, 2017**

Commission members present – President Nancy Crocker, Vice-President Michele Wedel, Treasurer Scott Hutchinson, Secretary Anabel Hopkins, Member Bob Kirlin, Member Cathy Martin and Member Chuck Wills. Commission members not present – Member Michael Fulton and Member Anne Miller. Also in attendance – Media Coordinator Linda Margison, Concert Series Promoter Tim Meyer, Parking and Public Facilities President Lamond Martin, resident Heather Nicholson and Records Clerk Sandie Jones.

### **COMMISSION BUSINESS**

1) **CALL TO ORDER** by Member Martin at 10:01am.

2) **ROLL CALL** all Commission members present stated their names.

#### **3) WELCOME NEW MEMBER – BOB KIRLIN**

Member Martin welcomed new member Bob Kirlin to the Commission.

#### **4) ELECTION OF OFFICERS**

The Commission opened the floor for nominations. Member Hopkins nominated Cathy Martin as President. Member Martin declined and nominated Nancy Crocker as President. All Commission members voted in favor of Nancy Crocker as President.

President Crocker asked Member Hopkins if she was willing to serve as Secretary again. Member Hopkins agreed and all Commission members voted in favor of this appointment.

President Crocker asked Member Hutchinson if he was willing to serve as Treasurer again. Member Hutchinson offered to have another Commission member fill this role. No one else offered to take the position and Member Hutchinson agreed to serve as Treasurer. All Commission members voted in favor of this appointment.

Secretary Hopkins nominated Member Wedel or Member Martin as Vice-President. Member Wedel agreed to accept the nomination. All Commission members voted in favor of this appointment.

#### **5) APPROVAL OF MINUTES – 12-08-16 Meeting**

President Crocker advised that the Commission had been given the draft minutes from the December 8, 2016 meeting. Vice-President Wedel moved to approve the minutes as presented. Member Wills seconded the motion. All were unanimously in favor.

President Crocker asked that everyone review the draft minutes prior to each meeting and make sure people have followed up with the tasks they have agreed to do.

#### **6) TREASURER'S REPORT/FUNDING**

The Commission reviewed their monthly financial report. Treasurer Hutchinson commented that he believes the Commission can accomplish their mission with their budget.

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Member Martin advised they will need to ask the Council for the funds they did not use last year to help pay the Media Coordinator contract the second half of the year. Discussion. President Crocker advised the Commission has enough in the budget for a six month contract for Media Coordinator services with Linda Margison and after the six months they will reevaluate. The Commission was in agreement with this arrangement. Records Clerk Jones advised that Town Attorney Roberts is still reviewing the contract. Ms. Margison commented that she has not seen the contract and Record Clerk Jones will provide her with a copy.

President Crocker asked for a motion to approve the budget and the financials. Member Kirlin so moved. Member Martin seconded the motion. All were unanimously in favor.

Member Martin noted there will be a convention for Arts and Entertainment that Kathy Anderson suggested they attend in Indianapolis this year. President Crocker would also like to visit other cultural districts' meetings which would involve travel reimbursement.

### **7) COMMITTEE REPORTS**

#### **A. MARKETING/INTERNS/STAFFING**

Member Wills advised they are still working on the Media Coordinator contract and planning the 2017 Pavilion Concert Series. Member Wills asked if Media Coordinator Margison is receiving information from the Commission members on events to post. Media Coordinator Margison advised she has been receiving information and the Commission gave her additional event ideas.

Member Martin suggested the Commission actively think about if they need an intern and what that position might look like and what would they do for the Commission. Suggested ideas were to create a list of all the public art in town or help with the gamification project.

#### **B. GRANTS/PLACEMAKING/WAYFINDING**

Treasurer Hutchinson reported he and Member Fulton have met a couple of times and also discussed with Vice-President Wedel about the ServIT program. This program at IU has graduate and undergraduate students that undertake IT projects at non for profit organizations. Treasurer Hutchinson advised he has worked with this program before. They have completed the application for something in the fall. Vice-President Wedel will draft a proposal this weekend.

Treasurer Hutchinson reported if they are looking for SPEA interns he and Vice-President Wedel can go to IU and inquire. He noted they will need someone to supervise an intern.

#### **C. VENUE LEAVES/GAMIFICATION**

Vice-President Wedel talked about how they can potentially use gamification to get people walk around and look at public art and other venues. She explained by working with ServIT they can develop a mobile app and use gamification. The app would use geo tags to get points or leaves that could be turned into local discounts or other things. Member Wills advised that he would be willing to work on this project as well.

#### **D. PUBLIC ART & MUSIC**

President Crocker asked if Kendall Reeves has been given the approval to print selected Hohenberger photos. Parking and Public Facilities Commission President Lamond Martin advised he did get approval to go ahead and print the photos and the P&PFC advised they will

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pay half of the total cost of \$2,500 and the other half is to come from NAEC. He explained that since the P&PFC paid for the building and this is an addition or modification to the building they will only pay half. Discussion.

Member Kirlin made a motion to proceed with the project and with paying \$1,250 but then ask the Town to reimburse the NAEC. P&PFC President Martin agreed they need to proceed. Member Wills seconded the motion. All were unanimously in favor. The Commission agreed if the Town denies their request for reimbursement they will go ahead with the project. President Crocker advised she will make this request to the Town Council. P&PFC President Martin and Records Clerk Jones noted there is a process to ordering the photos and they will review this with President Crocker after the meeting.

President Crocker announced that Member Fulton is working with Town Manager Rudd on moving the Dancers sculpture. However, Administration Manager Carr has advised that there may not be enough room at the Pat Reilly lot for this sculpture due to the location of water meters. Discussion. President Crocker and Member Fulton will continue to look into moving this sculpture. Discussion. The Commission agreed there should be signage on all public art.

Member Kirlin asked if there are any plans for new public art. President Crocker advised not at this point but they did receive an endowment for public art. Member Martin explained the endowment will be accepted into the Brown County Foundation later this month. They will have access to \$5,000 the first year for public art.

Concert Series Promoter Meyer advised they have made progress with the series and have settled on five dates for Saturday concerts and have narrowed down their choices of musicians. He reported the estimated costs of the performers would be \$1,625. He would like to proceed with contracting with the performers this next month. He proposed a change to the contract that the performers agree to play the following week if the original show is cancelled due to weather. The maximum payout to the bands for a cancelled show would be \$150 and only paid once. Records Clerk Jones is working with Town Attorney Roberts to review the proposed contract.

Concert Series Promoter Meyer noted print materials may be an additional \$200 and suggested they pay Seward Rentals \$100 to put chairs out for each show. He would like to continue to work with Member Martin and Member Wills on the concert committee.

Concert Series Promoter Meyer suggested they purchase a large shade for the Pavilion for the concerts and other activities. It would cost a couple of thousand dollars to buy the shade, posts and hardware and takes two hours to put up or take down. President Crocker advised they would need to talk with the Town Council about possibly purchasing the shade. They will also need to contact Jenny Johnson to see if she is willing to sponsor the Pavilion concert series again this year. Member Kirlin offered to talk with Ms. Johnson about sponsoring the series.

President Crocker asked if they should vote to proceed with the concert series based on the Johnson family supporting this event and if not the NAEC will use their funds. Discussion.

Member Kirlin moved to appropriate \$2,000 for the Pavilion concert series and contact a donor to see if they are willing to participate again this year. Member Martin seconded the motion. All were unanimously in favor. Member Martin advised the donor also paid for the publicity last year. Concert Series Promoter Meyer thought the business cards and posters were good publicity

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last year. Member Wills asked if the Town has speakers that can be used for the concert series. Records Clerk Jones advised there are four speakers available.

Concert Series Promoter Meyer asked if the High Lonesome sculpture could be moved down to the Pavilion area. Member Martin advised that the sponsor of the Pavilion is concerned that the sculpture will fall into disrepair so the Commission has decided not to move it to that location. P&PFC President Martin is in favor of moving the sculpture to one of the other corners on the Village Green. Member Martin noted the sculptor has offered to continue to maintain the sculpture. The Town has a signed option to purchase the High Lonesome sculpture and the Public Art Committee will review this option.

### **E. VENUE LEAVES**

Member Martin would like the Town walked again to see what venues may need leaves and that those will leaves still should have them. She suggested the magic shop receive a leaf as they are entertainment. President Crocker reported the leaf committee will look into this.

Member Kirlin asked what they have done to tell the consumer what the leaves mean. Member Martin explained they have a brochure through the CVB that shows where all the leaves are located. Tim Meyer suggested they have a large leaf in Town that tells people what the leaves are and explain the program. Discussion.

Member Kirlin asked about putting a QR code on the current large leaf sculpture that will tell them about all the leaves. Member Wills advised if there is an existing webpage that has a list of all the leaves they can put a QR code on the sculpture and direct them to this page. Heather Nicholson reported the CVB is regenerating the leaves concept and promoting it on their website. She suggested they work with the CVB on this project. Discussion.

P&PFC President Martin advised he was just handed a quote from Still Frames Photography for reproducing the Hohenberger photos. This quote is for \$1,860 instead of the \$2,500 that was discussed earlier. Discussion. President Crocker will talk with Kendall Reeves and see if he is able to lower his quote to match the newly acquired quote. P&PFC President Martin and President Crocker agreed they should have asked for several bids for this project and will do so in the future for other projects.

### **8) COMMITTEE SIGN-UP**

President Crocker asked which committees the members would like to serve on. The Commission members offered to serve on the following committees:

Funding & Grants: Member Fulton, Treasurer Hutchinson, Vice-President Wedel

Public Art: President Crocker, Member Fulton, Member Martin, Member Miller

Public Music: Concert Series Promoter Meyer and Member Wills

Collaboration: Member Fulton, Member Kirlin, Member Martin

Leaves: Member Martin, President Crocker, Vice-President Wedel

Placemaking/Wayfinding: Secretary Hopkins, Treasurer Hutchinson, Vice-President Wedel and Member Kirlin

Marketing/Interns/Staffing: Member Wills, Treasurer Hutchinson, Member Martin

Member Martin asked that they revisit the Committee list at the next meeting and solidify the appointments.

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Member Martin advised they are on the docket for the next County Commissioner's meeting and asked all NAEC members to attend if possible. President Crocker explained they will talk with the County Commissioners to get their support and hopefully some funding. She noted that what this Commission does is not just confined to the Town of Nashville but rather benefits the whole county. Member Martin advised that Member Fulton will be giving the report to the County Commissioners and will be talking about redoing the courthouse lawn and maybe including them in the Selma Steele garden project.

### **9) WORK SESSION REPORT**

Vice-President Wedel gave a brief work session report.

President Crocker asked if the Commission wants a regularly scheduled work session or schedule as needed. Discussion. President Crocker advised at this time they won't schedule a work session for February but can look at this again in future meetings.

### **10) PUBLIC INPUT**

Heather Nicholson commented that the League of Women Voters does a good job of coordinating different groups to work together.

### **11) COMMENDATIONS**

President Crocker thanked Member Martin for all her help and serving as President of the NAEC for the last two years. President Crocker thanked all the Commission members for being a part of the Commission and trusting her at the helm but noted she is relying on all the members to do their part.

### **12) ANY OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION**


Media Coordinator Margison handed out her report of work performed this last month and asked the Commission for permission to create an on-line venue for arts and entertainment events. She would update this regularly and give people on and outside of Facebook a place to go to see all the upcoming events. Discussion. Member Wills and Media Coordinator Margison will talk more about this and come back to the Commission.

President Crocker suggested the Commission members get NAEC name tags to wear when attending meetings and events. Secretary Hopkins made a motion to approve President Crocker looking to purchasing name tags with funds from the supplies line item. Member Wills seconded the motion. All were unanimously in favor.

### **13) ADJOURNMENT**

Member Wills moved to adjourn the meeting. Member Martin seconded the motion. All were unanimously in favor. President Crocker adjourned the meeting at 12:00pm.

*The audio recording made at the Nashville Arts and Entertainment Commission meeting on 1-12-17 is retained in the office of the Town Clerk-Treasurer.*

  
Commission President Nancy Crocker

2-9-17  
Date