



CHERRY HILLS VILLAGE ART COMMISSION ■

2450 East Quincy Avenue
Cherry Hills Village, CO 80113

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Cherry Hills Village Art Commission Agenda Special Meeting

Monday, April 10, 2023

This meeting will be held in-person at City Hall with no electronic participation.

10:00 a.m.

1. Call to Order
2. Roll Call of Members
3. Audience Participation Period (limit 5 minutes per speaker)
4. Consent Agenda
 - a. Approval of February 27, 2023 minutes
5. Items Removed From Consent Agenda
6. Unfinished Business
 - a. John Meade Park Sculpture and Fundraising
7. New Business
 - a. Interview Questions for Future Commissioners
8. Reports
 - a. Art Commission Co-Chairs
 - (i) Village Crier – April 14, 2023 Deadline for May Issue
 - b. Art Commission Members
 - c. City Staff
 - (i) Financial Update
 - (ii) Next Meeting: April 24, 2023
9. Adjournment



CHERRY HILLS VILLAGE ART COMMISSION ■

Minutes of the Cherry Hills Village Art Commission
City of Cherry Hills Village, Colorado
Monday, February 27, 2023
at City Hall

10:00 a.m.

CALL TO ORDER

Co-Chair Schmidt called the meeting to order at 10:05 a.m.

ROLL CALL

Co-Chairs Dave Schmidt and Pamela Hall, and Commissioners Sarah Anderson, Della Patteson, Christine Fedorowicz and Ann Marie Morrow were present on roll call. Also present were Emily Black, Parks Project & Operations Manager and Monica Castillo, Parks Clerk.

Absent: Commissioner Kristen Moore

AUDIENCE PARTICIPATION

There was no audience participation.

CONSENT AGENDA

Co-Chair Schmidt moved, seconded by Co-Chair Hall, to approve the following items on the Consent Agenda:

- a. Approval of January 30, 2023 Minutes

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS

John Meade Park Sculptures and Fundraising

The Commission conducted a site walk in John Meade Park with artist Joe Norman, consultant Kendall Peterson of ThereSquared, Inc., Public Works Director Jay Goldie, Manager Black, and all attending Commissioners. Three tentative locations for the sculptures were chosen within John Meade Park and Alan Hutto Memorial Commons, all located outside of the floodplain.

The Commission returned to City Hall and resumed the regular meeting.

Co-Chair Hall asked Manager Black for an update on the contract.

Manager Black answered the contract approval will take place at the March 21st City Council meeting; City Council will accept the \$40,000 donation and will review the contract; the contract is written for two sculptures to be commissioned immediately, with an option for the third subject to fundraising; the City Attorney and Manager Black structured the contract so that Council can approve the entire contract and the Commission will not have to go back to Council after fundraising.

Manager Black confirmed with the Commission that the two sculptures that are going to be commissioned immediately are the Great Horned Owl sculpture and the Monarch sculpture; the Hummingbird sculpture would be the third option. Manager Black stated she has no doubt the Commission will be able to fundraise the less-than-\$10,000 remaining. She recommended the Commission motion to recommend City Council approval of the contract.

Co-Chair Hall moved to recommend that City Council approve the Art Purchase Agreement with Joe Norman to commission the Great-Horned Owl and Monarch butterfly sculptures, with an option to commission the Broad-Tailed hummingbird sculpture subject to fundraising.

Commissioner Patteson seconded the motion.

The motion passed unanimously.

Manager Black stated the amount left to fundraise is \$9,535.15. She said ideally the Commission would like to fundraise more to avoid draining the Art Donation account. She explained this amount does not consider the \$3,000 paid for the maquettes; hopefully, the Commission can raise \$15,000 to \$20,000. She reiterated that the minimum to raise is \$9,535.15, which would be the trigger for Joe Norman to start on the third sculpture.

Commissioner Morrow asked if there has been a decision on the locations the Commission would like to prioritize for the first two sculptures.

Manager Black replied she did not think so, but the Commissioners could talk with Joe Norman about the locations.

Manager Black recalled the Commission's discussion at the last meeting that Commissioner Anderson had offered to host a fundraiser on Wednesday, April 26th. She asked if that was still on track; Commissioner Anderson answered yes.

Manager Black reviewed that the Commission discussed holding a silent auction with the maquettes, starting the bidding at \$1,000 each, and there will be other art-related items, like tickets to performances or a weekend at a mountain cabin. Manager Black opened the discussion to the Commissioners for general planning.

Co-Chair Hall said everyone should work on the auction because more items were needed; the Commission has the three maquettes, and would like to have ten more items. Co-Chair Hall stated she could offer a cabin stay in Vail, but she thought the Commission needed to brainstorm the other items, either pieces of art or other items to auction.

Manager Black said the benefit of having smaller items to auction is that folks may not be as interested in the maquettes but might be interested in tickets to a show downtown or something similar; the Commission may get a wider audience that way.

Commissioner Morrow suggested auctioning off five items instead. She stated she liked the ticket idea and suggested tickets to the symphony or a gift card to a restaurant nearby.

Co-Chair Hall said the Commission still has time before the next meeting on March 27th to discuss it further.

Manager Black reviewed the timeline. She noted the Commission would be mailing out the invitations the last week in March and she would like to send the invitations to the printer and have them back by the March 27th meeting; the commissioners can stay after the meeting to stuff envelopes and mail them out.

Commissioner Anderson asked if there was a possibility there could be a hundred people; she thought this was going to be a smaller group.

Manager Black said at the last event the Commission sent out invitations to approximately 130 households and about thirty-five people attended including the Commissioners.

Commissioner Anderson said she would like to top off the list at fifty and include an Art tour. She asked how the message would get out to the residents.

Manager Black explained the Commission had planned to direct mail the invitations.

Commissioner Anderson asked Manager Black when she would need the list of addresses.

Manager Black said she will send out the list to the Commissioners to make changes. She noted she will need details about the event time and how the Commission would like to describe the event. She asked if Commissioners could stay after the March 27th meeting for an hour to stuff envelopes.

Commissioner Anderson asked Manager Black if she had a caterer she works with, and asked about the wine pickup.

Manager Black said she would go with Commissioner Anderson to purchase the wine the morning of the event because staff can't store alcohol on the premises. She explained if there is any leftover wine, she could return it and get a refund for the Commission.

Co-Chair Hall said she has used former Commissioner Kathy Finger's caterer in the past but thinks it should be more of an elegant caterer.

Manager Black reviewed the budget with the commission, noting there was \$4,500.00 budgeted for alcohol and food for the event.

Liaison Assignments for Council and Organizations

Manager Black explained she had updated the liaison assignments based on discussion at the last meeting.

Commissioner Patteson asked Manager Black if she would provide Councilors' contact information to the Commissioners. Manager Black mentioned all the Council contact information is on the website by district.

Commissioner Patteson asked about the role of a liaison.

Manager Black said her recommendation would be to reach out every six months to check in when something significant is happening. She recommended that the first time to reach out as a liaison would be the first week in April after mailing out the invitations for the fundraiser, because Council members will be on that list. She noted said she might give Council their invitations at the first council meeting in April to make sure they receive them.

Manager Black said the next point to reach out would be when the sculptures are being installed, since there will likely be some kind of celebration; that will provide a personal connection and Commissioners can reach out to Council saying they are really excited to see them at the event.

Commissioner Patteson asked if Council is aware that they will have an Art Commission liaison.

Manager Black replied she did not believe so.

Commissioner Patteson letting Council members know they have been assigned a commissioner liaison who will be reaching out to them.

NEW BUSINESS

Possible Art Show in November

Manager Black said at the last meeting the Commission discussed having another art show in November and it should be an adult art show. She suggested the Commission focus on the April fundraiser to avoid confusion.

Co-Chair Hall agreed the Commission should focus on the April fundraiser and then right after that can think of the dates for the next art show.

Manager Black suggested discussing it after the April meeting when all the fundraiser details are wrapped up.

Interview Questions for Future Commissioners

Manager Black explained at the February 7th meeting, City Council discussed ways to include the commission more in the interview process for new commissioners; City Council will continue to hold the interviews, but they asked the commissions to come up with interview questions that both councilors can use specific to the Art Commission or specific to the Parks Commission. She explained that at this time, Council doesn't have a standard list of interview questions, and she thought it will benefit the Art Commission to come up with a few questions. She suggested the Commission may want to ask people what backgrounds they have in the art world or similar questions; the commissioners can brainstorm questions and she will provide those questions to Council.

Co-Chair Hall suggested continuing this item to the next meeting agenda. There were no objections from other commissioners.

REPORTS

Manager Black provided the financial update. She reviewed the final spending for 2022 and the final budget for 2023. She explained that the Commission has only spent \$3,200 out of this year's budget: \$3,000 for the maquettes and \$200 for Ms. Peterson's January payment. She noted that the full sculpture amount was included in the budget for the purchase of all three sculptures.

Co-Chair Hall said the next meeting is scheduled for March 27, 2023.

Manager Black said in the next couple of weeks, staff will make sure to have the invitations ready to be sent out.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:00 a.m.

Commission Co-Chair

Name: _____

Emily Black, Parks Project & Operations Manager

Monica Castillo, Public Works/Parks Clerk

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COLORADO

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ITEM: 6a

MEMORANDUM

TO: THE CHERRY HILLS VILLAGE ART COMMISSION

FROM: EMILY BLACK, PARKS PROJECT AND OPERATIONS MANAGER

SUBJECT: JOHN MEADE PARK SCULPTURE AND FUNDRAISING

DATE: APRIL 10, 2023

ISSUE

The 'Resilience' sculpture series planned for John Meade Park.

DISCUSSION

Background

The Cherry Hills Village Art Commission (CHVAC) has selected permanent art for John Meade Park. The three-sculpture series (titled 'Resilience') by Joe Norman features a great-horned owl, a hummingbird, and a monarch butterfly; children leaping into the air appear from a different angle. Last year, the Parks, Trails, and Recreation Commission and City Council reviewed and approved of the series in concept.

Major Donation & Contract Approval

At the regular meeting on March 21st, City Council approved an anonymous donation of \$40,000.00 specifically for the great horned owl sculpture (Resolution 11, Series 2023). City Council subsequently approved a contract with Joe Norman to commission two sculptures in the series, with the third (the hummingbird sculpture) contingent on fundraising. Staff has notified the artist and the contract is being signed by all parties.

Fundraising

The Commission plans to hold an invitation-only fundraising event at Commissioner Anderson's home on Wednesday, April 26th. The event will feature an art tour and a silent auction with approximately ten items, including the three maquettes. The maquettes have been purchased by the City for \$1,000.00 each; bidding should start at least at that amount. Ms. Peterson also suggested other art-related items such as tickets to performances, and Co-Chair Hall offered a weekend at her mountain house.

Since the last meeting, invitations have been designed, finalized, ordered, and printed. They are available for the Commission to mail out following this meeting. The Commission should

discuss remaining details about the event, particularly how they can assist Commissioner Anderson.

BUDGET

The 2023 CHVAC budget includes \$14,180 for the John Meade Park sculptures. This includes the \$10,000 committed from City Council in the 2023 budget. The Commission plans to use the Art Donation Account and future fundraising for the remaining \$105,000 to meet the \$120,680.00 total cost of the sculptures plus plaque and video. (The \$2,500.00 design contract specified that \$1,500 can be credited towards the sculpture cost.) As of April 4th, the following funds are available for the sculptures:

John Meade Park Permanent Sculpture Budget

Costs	
Sculpture cost + contingency in proposal:	\$ 120,000.00
Plaque + video	\$680.00
Total:	\$120,680.00
Existing Funds	
Credit (paid in 2022):	\$ 1,500.00
2023 Art Commission Budget:	\$ 14,180.00
Art Donation Account pre-fundraising:	\$ 41,575.49
2022 Fundraising total:	\$ 13,539.36
2023 Fundraising through April 4th:	\$ 375.00
Anonymous Donation for owl Sculpture:	\$ 40,000.00
Total:	\$ 111,169.85
Remainder to fundraise*:	
	\$ 9,510.15
*assumes entire Art Donation Account balance will be used	

STAFF RECOMMENDATION

Staff recommends the Commission finalize remaining details about the April 26th fundraiser.

RECOMMENDED MOTION

No motion is necessary for this item.

ATTACHMENTS

None

MEMORANDUM

TO: THE CHERRY HILLS VILLAGE ART COMMISSION

FROM: EMILY BLACK, PARKS PROJECT AND OPERATIONS MANAGER

SUBJECT: INTERVIEW QUESTIONS FOR FUTURE COMMISSIONERS

DATE: APRIL 10, 2023

ISSUE

Creating interview questions for future commissioners.

DISCUSSION

At their February 7th meeting, City Council expressed a desire to provide more Commission involvement in the interview process for new commissioners. Council has directed staff to work with each Commission to create interview questions that are specific to that commission's responsibilities. Council members will interview potential candidates using the provided questions from each commission.

CHVAC should brainstorm 5-10 possible interview questions that Council members can ask of potential candidates to determine how suitable they are specifically to the Art Commission.

NEXT STEPS

Staff will provide the questions to City Council to use for future interviews.

ATTACHMENTS

None

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ITEM: 8c(i)

MEMORANDUM

TO: THE CHERRY HILLS VILLAGE ART COMMISSION

FROM: EMILY BLACK, PARKS PROJECT AND OPERATIONS MANAGER

SUBJECT: FINANCIAL UPDATE

DATE: APRIL 10, 2023

2023 Budget

The Commission's spending so far for 2023 is included on the following page.

Art Commission Expense Account					
	2022 Budget	2022 Expenses	2023 Budget	2023 Expenses	2023 Remaining
		(Final)		(through 4/4/23)	
Maintenance for City owned art:					
Charlo	\$300.00	\$ 300.00	\$300.00	\$0.00	\$300.00
Chainsaw	\$125.00	\$ 125.00	\$125.00	\$0.00	\$125.00
Rubric	\$75.00	\$ 75.00	\$75.00	\$0.00	\$75.00
Gusto	\$100.00	\$ 100.00	\$100.00	\$0.00	\$100.00
Quincy Farm Mangold	\$0.00	\$ -	\$120.00	\$0.00	\$120.00
Annual Event:					
Invitations	\$500.00	\$ 447.00	\$500.00	\$339.12	\$160.88
Stamps/Envelopes/Name Tags	\$200.00	\$ 96.00	\$200.00	\$75.60	\$124.40
Speaker gift	\$50.00	\$ -	\$50.00	\$0.00	\$50.00
Host gift	\$115.00	\$ -	\$100.00	\$0.00	\$100.00
Food & drink	\$4,500.00	\$ 2,100.03	\$4,500.00	\$0.00	\$4,500.00
Posters/Signs	\$200.00	\$ -	\$250.00	\$0.00	\$250.00
Sculpture-on-loan Program:					
2023 Sculpture-on-loan (2023-2024) (1-year extension of Windsong loan)	N/A	N/A	\$5,000.00	\$0.00	\$5,000.00
Permant Sculpture for John Meade Park:					
Permanent sculpture - \$10K originally allocated by Council plus amount allocated from regular budget by CHVAC	\$14,180.00	\$ 2,500.00	\$14,180.00	\$0.00	\$14,180.00
Amount to be offset by fundraising (Art Donation Account)			\$105,000.00	\$30,000.00	
Other:					
ThereSquared, LLC	\$8,000.00	\$ 1,933.75	\$5,000.00	\$400.00	\$4,600.00
CHLP Trail Walk kid art supplies	\$70.00	\$ -	\$0.00	\$0.00	\$0.00
Crew Series relocation	\$1,000.00	\$ 500.00	N/A	N/A	N/A
Receptions (art show or new installation)	\$1,000.00	\$ 290.02	\$500.00	\$0.00	\$0.00
Fundraising magnets & stamps	N/A	N/A	\$0.00	\$0.00	\$0.00
Misc. (unassigned)	\$35.00	\$0.00	\$0.00	\$3,000.00	-\$3,000.00
Total:	\$ 30,450.00	\$ 8,466.80	\$136,000.00	\$33,814.72	\$102,185.28

Art Commission Donation Account

Starting Balance 2023	\$ 55,114.85
Donations received - JMP fundraising:	\$ 40,375.00
Current donation account balance:	\$ 95,489.85