

REGULAR MEETING  
TOWN OF WAYNESVILLE  
PUBLIC ART COMMISSION  
5:30 P.M. THURSDAY, NOVEMBER 8, 2007

MEMBERS PRESENT: MIKE GILLESPIE, PHILAN MEDFORD, MARILYN SULLIVAN, KAAREN STONER, SARAH KUCHARSKI, NORETTA TAYLOR, CHRIS SYLVESTER, KAREN KAUFMAN

MEMBERS ABSENT: NICOLE WILHELM

The mission of the Waynesville Public Art Commission is to engage the community and enrich public spaces through original art that celebrates Waynesville's unique historic, cultural, natural and human resources.

Chairman Mike Gillespie called the meeting to order at 5:35 P.M.

APPROVAL OF THE MINUTES OF OCTOBER 8, 2007

Kaaren Stoner moves that the minutes be approved as read. Noretta Taylor seconds. The minutes were unanimously approved.

TASK FORCES

PROJECTS – Marilyn Sullivan said that the Projects Task Force met on October 30 and referred to the copy of her report submitted to commission members via email prior to the meeting. Although the group was able to agree on five topics for future projects, it was apparent that several related areas should be dealt with in greater detail for a better understanding of our entire process. She recommended in her report that we consider an all-day planning session to cover these items. Philan Medford said that submitting a budget was a priority. There was discussion on several areas and Mike Gillespie agreed that a planning session was a good idea.

Noretta Taylor told the members about Jeffrey York, Director of Public Arts, NC Arts Council. He is willing to give a presentation here in Waynesville regarding grants and the process for submitting requests. Discussion followed as to whether this would be a working session for the commission or should it be open to the public. It was determined that both types of sessions were desirable but that in the interest of time and to move ahead as quickly as possible, the first session would be for the commission members only to be followed at a later date with one for the general public. Philan Medford said that Parks and Recreation and the Historic Commission should be included and that it should be on their agenda and that could not happen in a timely manner. There was also discussion of dates for this meeting and we learned that Wednesday is not a day of the week to schedule a public meeting due to cultural considerations.

After reviewing the dates Mr. York is available, the commission agreed to meet at 5:00 on November 28. The place will be determined and members notified.

We also agreed that the planning session would be held December 15 at Chris Sylvester's home.

ARTIST RELATIONS – Kaaren Stoner updated the commission on the status of the Call for Artists. She had Jeffrey York review her documents and he made suggestions for changes. The information presented in the document has been re-ordered so that the most pertinent information comes first with historical data at the end. Kaaren said that Mr. York also recommended having a disclaimer statement as part of our call process. This has been added.

We discussed the Public Art information on the Town web site and changes that should be made to that information. It was also noted that pictures of the project site needed to be added. Also, it was suggested that the pictures that were inserted took away from the text in the application and should be moved. Mike said he would handle corrections of anything on the web site. Kaaren will send Mike the corrected copy. Kaaren also recommended that we re-arrange the listing of items on the web site: Request, Application, Site Map, Site Photos, Brochure and Review Criteria. Chris Sylvester will make the correction of the mission statement on the brochure.

It was agreed that these corrections would be made by November 15, the date officially set for the Press Release.

COMMUNITY RELATIONS – No Report.

#### OLD BUSINESS

We discussed the handling of checks once donations start to come in. Currently, DWA will accept checks, keep a ledger and turn the checks over to Kaaren Stoner who will have her own ledger and then submit the checks to the Town. This gives us a record of donors and provides information for appropriate thank you letters. It is still not clear what happens if a check comes directly to the Town and is indicated to be for Public Art. There is also a question about tax letters coming from the town to the contributor. Mike will clarify with Eddy Caldwell about tax deductible status of contributions to Public Art. Chris will also ask Lynn Sylvester, CPA, for his opinion.

There was discussion about advisors and about additional Commission members. According to the Ordinance that created the Commission there will be 9 members only and the Town interface will be the Director of Public Works. We agreed that each Task Force could have as many members as thought necessary. Although our meeting date is known to the Director of Public Works, it was determined that in future we would notify him if there was a particular item of concern or a question where his attendance/assistance was needed.

We talked about and concluded that task force members and the Director of DWA should be included in the Jeffrey York meeting on November 28. Also, a list of task force members and contact information should be provided. This should be sent to Mike Gillespie to consolidate.

#### NEW BUSINESS

Mike Gillespie read a letter of resignation from Nicole Wilhelm.

Chris Sylvester moved that we accept the resignation. Philan Medford seconded. The motion was passed unanimously.

We discussed several possibilities for replacements on the Commission and it was determined that we should circulate a list via email with comments and suggestions and make a selection that can be sent to the Town.

#### ADJOURNMENT

Sarah Kucharski moves that we adjourn. Kaaren Stoner seconds. The motion was unanimously approved. Meeting adjourns at 6:57PM.

Next meeting is Thursday, December 13 at 5:30 PM.

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Chairman, Mike Gillespie

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Secretary, Marilyn Sullivan