

**Sammamish Arts Commission Minutes**  
**January 28, 2008**  
**Sammamish City Hall**

**Call to Order**

The meeting was called to order at 7:00pm by Commission Chair Barbara Jirsa. A quorum was declared.

**Attendance:**

Commissioners: Daphne Robinson, Barbara Jirsa, Joe McConnell, Carol Ross.  
Staff: Lyman Howard

**Approval of the Minutes**

Motion: To approve the December 2007 meeting minutes as corrected. MSC

**Meeting Date**

February 25 is the next commission meeting. The change is due to a holiday on the regularly scheduled date.

**Commission Resignation**

It was noted that Joanne Elliott has resigned as an arts commissioner due to her move out of the City of Sammamish. She has indicated that she would still like to be involved as a volunteer for various projects. Joanne's contribution to the Arts Commission have been many and all greatly appreciated.

**Election of Secretary Position**

Motion: To elect Carol Ross to fill Joanne Elliott's vacancy as Secretary. Discussion was held. MSC

Carol to record minutes, email to members, file minutes with the city clerk. Additionally she will develop media contact information and assist the Arts Commission in getting PR to newspapers, schools, Sammamish city website and monthly newsletter.

**Treasurers Report**

Lyman Howard presented budget information in lieu of a Treasurer's report.

\$9814.70 was spent in 2007

2008 budget is \$20,800

Confluence Sculpture total \$83,365.02

Metal display grids were purchased and delivered (delivery/shipping charges were waived by vendor).

**Sculpture Dedication/Exhibition Opening**

Daphne/Barbara will email a copy of the proposed day of event timeline to Lyman.

Carol will determine which issue of Sammamish paper will work for possible insert announcing the opening and determine timeline for other media and school inclusions.

After initial press release regarding the May opening, Carol will contact media to facilitate possible interview opportunities with the artist.

After initial press release regarding the May opening, Carol will contact media to facilitate possible interview opportunities with the artist.

Discussion was held regarding the great resource that City staff Dawn Sanders is to the city with her base of volunteers. Dawn will be asked about whether there might be interest from her volunteers for dedicated "reception volunteers" that might enjoy consistently attending the receptions and becoming skilled in the format, layout, food, etc. as well as whether she has a volunteer that might be interested in loading a mailing list onto the city computer. Lyman will ask if she is available to attend the February 25<sup>th</sup> Commission meeting.

### Timeline for May Sculpture Opening

February-get mailing list organized and loaded onto city computer.

March-Program information complete, ordering postcards, label printing.

April-Mailing party, press release to papers, mailing, and poster distribution.

ArtEast will be asked to send out an E-vite for the opening.

Lyman will ask about having the dedication filmed (outside). The city will handle the video setup for the council presentation

**Mailing Database** All commissioners asked to bring forward any lists, artist contacts, etc. to put into city database prior to end of February for label production.

### Clock Update

Kent Green has sent the call for artists and initial artist lists to 4Culture for review and additional qualified artists. The call for submissions will be sent following these additions.

### Annual Planning Meeting

Barbara will email possible dates for a planning meeting.

### Cataloguing of Photos

Daphne will do initial cataloguing, with a volunteer taking over this responsibility after process is defined. Joe brought in 2006 photos, 2007 photos in storage room. Barbara and Erica will work on the collections policy for the major collections. Daphne will check out suitability of existing storage room for its use as collection storage.

### New Business

#### 2008 Exhibition Schedule (to date)

Feb 4	De-install Lamb exhibition, Install Mark Mueller exhibition (Carey Ross)
March 28	De-install Mark Mueller exhibition (Carey Ross), Reception
April 7	Install 4Culture Exhibition (Contract), Reception
May 16	De-install 4Culture Exhibition (contract)
May 19	Install Debbie Young/Confluence Exhibition
May 20	Dedication and Opening Reception

### **Archives**

Carol is gathering any notes, files, etc. to put in the official Arts Commission file cabinet. Any commissioner who has documents to donate is asked to pass them on to Carol at the February meeting. This includes minutes from past years, project notes, etc. From January 2008 onward, all minutes, etc. will be available online and in hardcopy in this file cabinet.

### **Library Exhibition**

Joe McConnell's installation at the Sammamish library is stunning. Mike Rainwater is being asked to photograph and Carol to contact media, Sammamish paper, etc. to get story/photo's out on the show. Show goes through end of March.

### **Adjournment**

Meeting was adjourned at 8:20pm

Minutes submitted by  
Carol Ross, Secretary