

CITY OF OAK HARBOR
ARTS COMMISSION MEETING MINUTES
August 10, 2023

This hybrid meeting was hosted from the Mayor’s Conference Room in City Hall and recorded through RingCentral. Due to technical issues, there was no audio for the first 8 minutes and 2 seconds of the recording.

1. **CALL TO ORDER/ROLL CALL:** Chair Russell called the meeting to order at 5:31 p.m., noting the meeting start has been delayed until a quorum was present.

Position	Board Member	
Position 1	Karla Freund	X In-Person _ Online _ Absent
Position 2	JR Russell, <i>Chair</i>	X In-Person _ Online _ Absent
Position 3	Mary Himes	_ In-Person X Online _ Absent (arrived at 5:50 pm)
Position 4	Joanna Hanson	_ In-Person _ Online X Absent
Position 5	Cynthia Mason, <i>Vice Chair</i>	X In-Person _ Online _ Absent
Position 6	Tracy Davidson	X In-Person _ Online _ Absent
Position 7	Therese Kingsbury	_ In-Person _ Online X Absent
Alternate	Vacant	_ In-Person _ Online _ Absent
Ex Officio	Councilmember Eric Marshall	_ In-Person _ Online X Absent

STAFF PRESENT: Parks and Recreation Director Brian Smith, Executive Assistant Macalle Finkle, and Communications/IT Manager Sabrina Combs

2. **APPROVAL OF AGENDA**

Chair Russell suggested that the Art Plan Request for Proposals (RFP) discussion be postponed to the next meeting. Vice-Chair Mason **MOVED** to approve the Agenda as amended, **SECONDED** by Commissioner Freund, **MOTION CARRIED UNANIMOUSLY.**

3. **APPROVAL OF MINUTES**

Executive Assistant Finkle noted clarifications made to Paragraph 5.d.i and ii as well as 6.c. Vice-Chair Mason **MOVED** to approve the July 13, 2023 meeting minutes as amended, **SECONDED** by Commissioner Davidson, **MOTION CARRIED UNANIMOUSLY.**

4. **PUBLIC COMMENT**

No comments received.

5. **DISCUSSION/ACTION/PRESENTATION/REPORT ITEMS**

- a. **Recapping the Acorn.**

Parks and Recreation Director Smith displayed the initial sketch of the art piece which included a shelter. He advised the shelter had been put on hold as the quote for same came in just under \$40,000. Discussion ensued as to whether the cover was needed to protect the sculpture or was an artistic feature. Consensus was to ask Commissioner Kingsbury to report back on how other pieces installed by the artist on Whidbey Island are maintained.

b. Acorn Coloring Page Update

Chair Russell advised a meeting was held with Laura Renninger of the Garry Oak Society and Artist Pat McVay, wherein the Arts Commission concerns regarding the coloring page were discussed. Parks and Recreation Director Smith advised that the Garry Oak Society agreed to engage a professional designer for the brochure and the City would assist with printing as well as installation of a flyer box near the sculpture.

c. Wrapping of Electrical Boxes

Chair Russell explained that Oak Harbor School District teachers were aware of the proposed project and the art needed for the wrappings would be developed during the upcoming school year.

Vice-Chair Mason reminded the Commission that quotes were still needed from additional vendors, and further suggested memorandums of understanding be developed to define timelines and other project terms.

d. Kinnebrew Collection Remaining Installations

Vice Chair Mason recalled that Commissioners Freund and Kingsbury were going to walk The Shoreline Trail near the Scenic Heights Trailhead to determine a location for installation of the Gate of Inspiration. She advised that the Park Board was interested in the proposed location and wanted a board member to be included in the site visit.

Executive Assistance Finkle agreed to confirm which Park Board member wanted to participate.

Discussion ensued regarding the width and maintenance of the trailway, as well as the idea of creating an art walk with international or rotating pieces.

Chair Russell noted the second remaining piece of the collection was the Three Totems which was proposed to be in Centennial Grove.

Commissioner Freund confirmed she would arrange the site visit for both locations.

e. Art Plan Request for Proposals (RFP)

Parks and Recreation Director Smith noted the draft RFP would be emailed to members for review with comments due to him by Friday, August 18. He further advised that the Commission would discuss the final draft at its next meeting.

f. Parks and Recreation Director Updates

Parks and Recreation Director Smith provided updates on the following:

- Reimbursement was made for the Youth Mural Summer Camp at Broadview Elementary.
- The public hearing on the conditional use permit for the Angel de la Creatividad sculpture was scheduled for August 29, 2023 at 11 am.
- Department staffing changes were approved by City Council, which will result in additional support for arts programming.

6. MEMBER COMMENTS

Commissioner Freund commented on the need for a backdrop at the Windjammer Park Pavilion, suggesting artistic banners would be a great addition. She further mentioned additional parking was needed.

Vice Chair Mason commented on the need for additional restrooms in the park especially as the facilities become more active with community events.

Commissioner Himes advised that there would be a community poetry reading on August 30, 2023 from 6-8 pm at Mad Batter. She further mentioned that a Hispanic Heritage event was being organized by Maria Diaz and the Oak Harbor Chamber of Commerce.

7. DETERMINATION OF FUTURE AGENDA ITEMS

No discussion.

8. ADJOURNMENT

Vice Chair Mason **MOVED** to adjourn the meeting at 6:12 pm, **SECONDED** by Commissioner Freund.
MOTION CARRIED UNANIMOUSLY.

Minutes taken by Executive Assistant Macalle Finkle