

Regular Meeting

**ARTS & HUMANITIES COMMISSION
MINUTES OF THE MEETING
HELD IN THE COUNCIL CHAMBERS
510 E. FLORENCE BOULEVARD, CASA GRANDE, AZ 85122
WEDNESDAY, FEBRUARY 3, 2016**

A. Call to Order:

Vice-Chairman Packard called the meeting to order at 4:32 p.m.

City Clerk Miller introduced newly appointed and re-appointed Members to the Commission: Mary Gonzales, Lorrie Carter, and Stacey Seaman.

Member Gonzales conveyed that she is retired from Pinal County Health Department, was born and raised in Casa Grande, and is excited to be on the Commission.

Lorrie Carter conveyed that she is a local State Farm Insurance Agent, also born and raised in Casa Grande and excited to be on the board.

The Commission introduced themselves and welcomed the newly appointed and re-appointed Members.

City Clerk Miller presented the Plaque of Appreciation to Chairman Debbie Benitez for her dedicated service to the Commission from December 2012 through January 2016.

Member Erica Herman was recognized for her service to the Commission from December 2009 through September 2015. The plaque will be mailed to Ms. Herman.

Further, the Commission expressed their appreciation to Members Benitez and Herman for their dedication and years of service on the Arts and Humanities Commission.

The following members were present:

Seprina Packard
Jeanette Rhodes
Gloria Smith
Stacey Seaman
Jonathan Voyce
Mary Gonzales
Lorrie Carter

Also present:

Remilie S. Miller	City Clerk
Anna M. Valenzuela	Deputy City Clerk
Debbie Johns	Principal, Evergreen Elementary School
Justin Parker	Teacher, Casa Grande Middle School
Deborah Kline	Teacher, Evergreen Elementary School
Pani McKenzie	Teacher Ironwood Elementary School
Veronica Tewksbury	PTO President, Evergreen Elementary School
Shelley May	Teacher, Evergreen Elementary School
Lisa Nedom	Teacher, Evergreen Elementary School

B. Minutes:

Member Rhodes moved to approve the Regular Meeting minutes of January 6, 2016. Member Seaman seconded the motion and was carried unanimously.

It was the consensus of the Commission to discuss New Business Item E.1 at this time, and then proceed with regular sequence of the Agenda.

E. New Business:

**E.1 Review of 3rd Round 2015/2016 Applications/Proposals for
 City of Casa Grande Arts & Humanities Commission
 Educational Partners Program Mini-Grant and
 Consider the Award of Mini Grant Funds for Casa Grande Schools**

City Clerk Miller reported that six (6) proposals were received for the City of Casa Grande Arts & Humanities Commission Educational Partners Program Mini Grant 3rd Round, and they are as follows:

#	Applicant	Subject & # of Students	Project Title & Dates	Funding Purpose	Amount Requested FY 2015/16
1.	Justin Parker 300 W. McMurray Blvd. Casa Grande, AZ 85122 (520) 836-7310 Justin.parker@cgelem.k12.az.us	Band 15 - 50	Building Better Balance – Trombones Ongoing Project	Purchasing Eight (8) Trombones	\$1,039.92
2.	Sarah Marquez Evergreen Elementary School 1000 N. Amarillo Street Casa Grande, AZ 85122 (520) 709-9156 evergreenptocasagrande@outlook.com	Arts 80	Mother's Day Project May 2-6, 2016	1 st Graders will make a Mother's Day Gift for their Mothers	\$359.04
3.	Deborah Kline Evergreen Elementary School 1000 N. Amarillo Street Casa Grande, AZ 85122 (520) 709-9156 evergreenptocasagrande@outlook.com	Arts 70	Valentine's Card Holder Feb 10 – 12, 2016	Kindergarten Students will make a Valentine Card Holder	\$256.98
4.	Pani McKenzie 1500 N. Colorado Street Casa Grande, AZ 85122 (520) 836-5086 Pani.mckenzie@cgelem.k12.az.us	Visual Arts 40	Art Club Jan 29 – Mar 11, 2016	Purchase of Art Supplies to enable Teaching of Various Techniques	\$565.00
#	Applicant	Subject & # of Students	Project Title & Dates	Funding Purpose	Amount Requested FY 2015/16
5.	Lisa Nedom 1000 N. Amarillo Street Casa Grande, AZ 85122 (520) 836-6694 Lisa.nedom@cgelem.k12.az.us	Art 70	Evergreen Afterschool Art Program Jan 4 – May 16, 2016	Purchase of Project Supplies	\$500.00
6.	Veronica Tewksbury 1000 N. Amarillo Street Casa Grande, AZ 85122 (520) 709-9156 evergreenptocasagrande@outlook.com	Music 75	Music for Evergreen	Purchase Instruments (5) Flutes (2) Clarinets (5) Trumpets	\$3,817.66
Total students to benefit from project:		385		Total:	\$6,538.60

The total amount requested from the six (6) applications is \$6,538.60. The \$10,000.00 funding is provided by Prop 202 from Tohono O'odham Nation and available for the 3rd round FY2015-2016 Mini Grant Program.

City Clerk Miller conveyed that the 3rd Round Mini-Grant was advertised on December 9, 2015. Submittal deadline was January 19, 2016. Six (6) applications were received for the 3rd Round. Further, City Clerk Miller conveyed that she did the initial review of the grant submissions to ensure they meet the compliance requirements.

City Clerk Miller conveyed that for the benefit of the audience members, all the funds have been distributed from the 1st and 2nd Rounds. City Clerk Miller conveyed that she invited via email the teachers who submitted proposals to attend the meeting tonight to support and/or answer, if any, questions from the Commission.

Vice-Chairman Packard called to the lectern those teachers in attendance in numerical order from the list of applicants for the 3rd Round FY2015-2016 Educational Partners Program Mini-Grant.

Applicant #1

Justin Parker conveyed that he is a Band Instructor from Casa Grande Middle School. Mr. Parker reported that they were proposing the purchase of trombones. Further, Mr. Parker conveyed that he had to turn away students who wanted to play the trombone, because the school band program could not provide the instruments.

In response to Member Rhodes, Mr. Parker conveyed that the proposal is to purchase eight (8) brand new trombones.

In response to Member Voyce, Mr. Parker conveyed that the used trombones for sale are generally that of an expensive brand, therefore, they usually cost more than a brand new (different brand) trombone. Further, Mr. Parker announced that the school would pay for the upkeep and maintenance of the instruments.

Member Seaman conveyed that in this case, purchasing new trombones is appropriate and the quote listed is a good price for the trombones.

In response to City Clerk Miller, Mr. Parker conveyed that the instruments would be included in the inventory on both the Casa Grande Middle School and the Casa Grande School District.

In response to Member Rhodes, Mr. Parker conveyed that the students would be allowed to take the instruments home and get lessons every other day through the band class.

Applicant #2

Veronica Tewksbury conveyed that she is the President of Evergreen Elementary School, Parent Teacher Organization (PTO), and that she would be speaking on behalf of Sarah Marquez, a First Grade teacher at Evergreen Elementary School. Further Ms. Tewksbury reported that the students would like to do a project for Mother's Day. The PTO will purchase the plants, the grants request is to purchase the pots. The proposal incorporates both Art and Science since the students will decorate the pots and learn how to care for the plants.

Applicant #3

Ms. Tewksbury conveyed that she would be speaking on behalf of Ms. Kline, a Kindergarten Teacher at Evergreen School who was not able to attend. Ms. Tewksbury described that the Valentines Project (Valentine Card Holders) would allow the Kindergarten students to create a Valentines gift for their parents on Valentine's Day.

Further, Ms. Tewksbury conveyed that the PTO has already paid for the project, should Ms. Kline get awarded the funds; the PTO will be reimbursed.

Applicant #4

Pani McKenzie, teacher at Ironwood Elementary School conveyed that she would be starting an after school Art Club if awarded the grant.

In response to Member Gonzales, Ms. McKenzie conveyed that the program is designed to accept sixty (60) students. The students would be required to fill out an application and have two (2) references in order to join the Club.

In response to Member Seaman, Ms. McKenzie relayed that she will be the Art Teacher holding the class along with another teacher who has Art Experience also.

In response to Member Seaman, City Clerk Miller relayed that the amount requested can be increased as long as it is justified. Should there be a balance leftover from this round; the 4th Round Mini-Grant will be advertised.

In response to Member Voyce, Ms. McKenzie conveyed that the Art Club would begin on Friday, February 5, 2016, with a couple of small projects planned.

Applicant #5

Lisa Nedom, teacher at Evergreen Elementary School conveyed that she has started an Art Club on her own using her own funds and art supplies she gets from other teachers. The Elementary School District does not offer Art classes in the Elementary Schools. Further, Ms. Nedom relayed that currently the class is offered to grades 2nd through 5th, with approximately seventy (70) students.

Ms. Nedom explained that the students are currently learning to use watercolors and other supplies to utilize through May 17, 2016.

Ms. May in support of Applicants #5, conveyed that their goal is to teach the students that there are different Artists, using different styles of Art. The goal is to expose the students to Art and various Art mediums.

In response to Member Voyce, Ms. Nedom relayed that the students are given one lesson every two (2) weeks with the variables considered being their ages and attention span.

Applicant #6

Veronica Tewksbury, PTO President conveyed that her request is a second attempt to get more instruments. Their goal is to acquire twenty-five (25) instruments in order to reach out to as many students as possible in the band class.

In response to Member Rhodes, Ms. Tewksbury relayed that she requested quotes from different locations both local and in the Valley. The quote submitted was from Milano's for twelve (12) brand new instruments.

Member Seaman clarified that the Commission did not want Ms. Tewksbury to only seek out quotes locally; the local music instrument vendors do not carry a very big inventory. Further, Member Seaman expressed her appreciation to Ms. Tewksbury for seeking out the best value.

In response to Member Voyce, Ms. Tewksbury reported that currently, the school has six (6) instruments that were purchased with the last grant award. The goal is to have an inventory of twenty-five (25) instruments.

Ms. Tewksbury conveyed that the school wants to ensure that they have the money to maintain the instruments if they are awarded the grant.

In response to Member Rhodes, Ms. Tewksbury conveyed that since they just began the music program, she did not know who would purchase the reeds or other items needed in order for the students to play the instruments. Ms. Tewksbury also reported that she is currently exploring an agreement the school would have with the student in the event the instrument is lost, stolen, or damaged.

Mr. Parker, band director at Casa Grande Middle School conveyed that it is standard procedure for the student to be responsible for the reeds, and that reeds were fairly inexpensive. Further, Mr. Parker relayed that the student would need to make sure they could afford the items that would be needed to play their chosen instruments, and the District does utilize a form that is an agreement between the school and the student/parent.

In response to Member Seaman, Ms. John, Principal from Evergreen Elementary School, in support of Applicants #2, #3, #5, and #6, conveyed that Palo Verde offered matching fees on the grant awards.

In response to City Clerk Miller, Member Seaman conveyed that she would like the amount increased by \$939.00 to Ironwood Elementary School.

City Clerk Miller conveyed that increasing the award to Ironwood Elementary School by \$939.00, would give them a total of \$1,504.00, with the total amount awarded so far, totaling \$3,159.94.

In response to Member Seaman, Ms. Nedom, Applicant #5, conveyed that she has been paying out of pocket for the program needs and supplies, and this year the club has expanded to seventy (70) students.

In response to Vice-Chairman Packard, Ms. Nedom conveyed that \$500.00 gets the program the bare minimum. Ms. May, conveyed that the funds requested will get them some construction paper and basic paints.

In response to Member Voyce, Ms. May, conveyed that the amount of funding they are asking for will meet the basic needs of the program, and that she would like the program to provide a canvas, acrylic paints, and nice paint brushes for the children.

In response to Member Voyce, Ms. May conveyed that in order to get the supplies they really need, they would need total funds of \$1,000.00.

Member Seaman conveyed that if the award for Applicant #5 were doubled, the total amount awarded so far would be \$4,159.94.

In response to Member Voyce, City Clerk Miller announced that the increase on awards for Applicant #5 for \$500, and Applicant #4 for \$939.00 would result in a total award of \$7,977.60 and a remaining balance of \$2,022.40 which will be available for the 4th Round Mini-Grant.

City Clerk Miller explained the report request to all recipients to properly report their projects, as it will assist her when she applies for grant funding next year.

The Commission reviewed all six (6) proposals. The Commission carefully considered each application and proposals to fund the proposals for the following:

#	Applicant	Subject & # of Students	Project Title & Dates	Funding Purpose	Mini Grant Award 3rd Round FY 2015/16
1.	Justin Parker 300 W. McMurray Blvd. Casa Grande, AZ 85122 (520) 836-7310 Justin.parker@cgelem.k12.az.us	Band 15 - 50	Building Better Balance – Trombones Ongoing Project	Purchasing Eight (8) Trombones	\$1,039.92
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5.	Lisa Nedom 1000 N. Amarillo Street Casa Grande, AZ 85122 (520) 836-6694 Lisa.nedom@cgelem.k12.az.us	Art 70	Evergreen Afterschool Art Program Jan 4 – May 16, 2016	Purchase of Project Supplies	\$1,000.00 (The Commission increased the award by \$500.00)

#	Applicant	Subject & # of Students	Project Title & Dates	Funding Purpose	Mini Grant Award 3rd Round FY 2015/16
6.	Veronica Tewksbury 1000 N. Amarillo Street Casa Grande, AZ 85122 (520) 709-9156 evergreenptocasagrande@outlook.com	Music 75	Music for Evergreen	Purchase Instruments (5) Flutes (2) Clarinets (5) Trumpets	\$3,817.66
	Total students to benefit from project:	385		Total:	\$7,977.60

Member Voyce moved to approve award for the FY 2015-2016 3rd Round Mini-Grant funding to all six (6) proposals in the amount of \$7,977.60. This would include increasing the amount granted to Pani McKenzie (Applicant #4) from Ironwood Elementary School from \$565.00 to \$1,504.00, and Lisa Nedom (Applicant # 5) from Evergreen Elementary School from \$500.00 to \$1000.00. Member Smith seconded the motion was carried with a 7-0 voice vote.

City Clerk Miller requested for the recipients to submit their W-9 forms as soon as possible and to ensure they indicate who they would like the check issued to.

C. Reports:

C.1 Report on the Commissions Art Funds

City Clerk Miller reported the Commission Art Funds and provided information on Funds that were already committed for FY2015-2016, as indicated below.

**Arts & Humanities Commission
Report as of February 3, 2016**

Community Art Fund FY15/16 Budget: \$20,678.67

(Less) Expenditures: \$5,041.27

Committed Fund for Piatigorsky Foundation \$750.00
Honorarium Fee for Three (3) Performances 250.00 ea.
(March 15, 2016 Concert)

Committed Fund for Plein Air Event Project \$1,591.54
(February 13, 2016):
Prize Award for Adult 850.00

<i>Prize Award for Student</i>	225.00
<i>Reception</i>	400.00
<i>Publication of Notices</i>	116.54

Committed Fund for the Ten-Minute Play \$1,157.28

(April 2, 2016):

<i>Grand Prize Award</i>	500.00
<i>Audience Favorite Award</i>	100.00
<i>Five Directors @ \$70.00 each</i>	350.00
<i>Publication of Notices</i>	138.53
<i>Chair Rentals (estimate)</i>	68.75

Committed Fund for the 2015 Bravo Award \$1,542.45

(May 7, 2016)

<i>Monetary Award</i>	500.00
<i>Gift (Plaque?)</i>	Amount to be determined
<i>Publication of Notices</i>	292.45
<i>Reception @ 15.00 per person @ 50 attendees (estimate)</i>	750.00

Community Art Fund Balance as of 2/3/2016 \$15,637.40

In response to Member Voyce, City Clerk Miller conveyed that the City Council allocates funding for the Art Fund in the amount equal to 1% of appropriation from eligible funds for construction projects, or an appropriation in the amount of \$5,000 whichever is greater, as stated in the Ordinance.

City Clerk Miller announced that she will find out if the allocation can be increased.

Member Voyce believed that the Council is only providing the minimum amount required.

D. Unfinished Business

D.1 Review and Discussion on the Commission’s 2016 Annual Ten Minute Play Contest

City Clerk Miller conveyed that ten (10) entries were received for the Ten-Minute Play. The entries are anonymous to the Judges. City Clerk Miller provided the packets to Member Seaman for distribution, reading, and scoring via the Rubric of the five (5) Judges. Further, City Clerk Miller relayed that the Judges completed

their task; she will enter the ranking and run the report to determine the finalists. Thereafter the finalist will be announced.

In response to Member Voyce, City Clerk Miller announced that the deadline for the Judges to submit their rating sheet is on Monday, February 8, 2016 at 4:00 p.m. The rating sheet can be submitted via e-mail or delivered in person.

City Clerk Miller relayed that she and Member Seaman would be meeting Tuesday to go over the results.

City Clerk Miller conveyed that last year there was an attendance of approximately 135 attendees to the Ten Minute Play Contest, there will be a need to order more chairs for this year's event.

Member Voyce moved to authorize expenditure of funds to order the chairs needed for the Ten-Minute Play Production contest scheduled for April 2, 2016. Member Carter seconded the motion was carried with a 7-0 voice vote.

D.2 **Review and Update on the Commission's
Plein Air Painting Event**

City Clerk Miller conveyed that volunteers are needed for the Plein Air Painting Event. The Commission Members are committed to volunteering for the event. City Clerk Miller conveyed that Deputy City Clerk Valenzuela will e-mail the volunteer sign-up sheet to the Members the day prior to remind them of the event.

D.3 **Review and Update on the Commission's
2015 Bravo Award Program**

City Clerk Miller conveyed that per the Commission's instruction, she called BeDillon's in order to obtain information for the reception scheduled on Mary 7, 2016. BeDillon's proposed \$15.00 per person fee with Chefs choice menu selection for, sixty (60) attendees guaranteed.

City Clerk Miller reported that the reception will be outdoors by the large patio. BeDillon's opens at 5:00 p.m. on Saturday's.

City Clerk Miller clarified with the Commission that the fee will be waived and paid for through the Art Fund, for the nominees (5), their guest (5), the Commission Members (7) and Staff (2). In response to Member Voyce, Member Rhodes conveyed that she has utilized BeDillon's on several occasions for the

Museum events, and they provide an excellent selection of pasta, fruits, and vegetables.

Member Voyce moved to set a 5:30 p.m. start time for the event with a budget of \$15.00 per person and \$20.00 charged to anyone else who wants to attend the reception. Member Seaman seconded the motion and was carried with a 7-0 voice vote.

City Clerk Miller conveyed that she would need the expertise of Member Seaman to create the invitation and the program. The program should be finalized in March.

Member Seaman confirmed that she would assist with the invitation and the program.

City Clerk Miller conveyed that the information regarding the gift for the Bravo Award recipient was not clear and requested clarification if it is a plaque or other form of commemorative gift.

In response to Member Voyce, Member Seaman conveyed that she would check with Susan Rooney, owner of Adventures in Stained Glass to see if she would be able to create a commemorative gift.

City Clerk Miller conveyed that she would add this subject to the meeting of March 2, 2016.

Member Voyce moved to authorize expenditure of funds for \$200.00 for the Bravo Award gift. Vice-Chairman Packard seconded the motion and was carried with a 7-0 voice vote.

E. New Business:

E.2 Elect Chairman and Vice Chairman

City Clerk Miller announced that per City Ordinance 938.1, states that the Commission shall elect its own officers at the first meeting following the first of October of each year.

The last election was held on December 3, 2014. Since we now have new members and Chairman Benitez completed her services, it is necessary to elect a new Chairman and Vice Chairman for the Commission.

City Clerk Miller called the nominations for Chairman.

Member Rhodes nominated Jonathan Voyce as Chairman.

City Clerk Miller called for further nominations.

With no further nominations being offered, Jonathan Voyce was elected by acclamation as Chairman for the Arts and Humanities Commission.

City Clerk Miller called the nominations for Vice Chairman.

Member Seaman nominated Mary Gonzales as Vice Chairman.

City Clerk Miller called for further nominations.

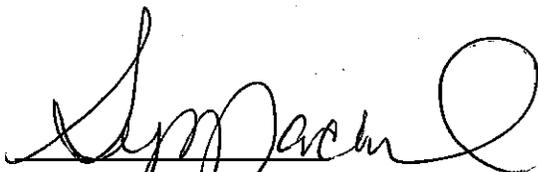
With no further nominations being offered, Mary Gonzales was elected by acclamation as Vice Chairman for the Arts and Humanities Commission.

F. Public Comments:

City Clerk Miller reported the Commission was not awarded the grant from Union Pacific Railroad Company, and that the Commission would seek further grant options for their "Railroad Art Plaza Project".

G. Adjournment:

There being no further business for discussion, the meeting was adjourned at approximately 5:56 p.m.



Seprina Packard
Vice-Chairman