

**AGENDA
PUBLIC ARTS COMMISSION OF OXFORD
VIRTUAL MEETING**

**Tuesday, October 13, 2020
4:30 P.M.**

**THIS MEETING IS BEING CONDUCTED IN ACCORDANCE WITH SUB. HB 197 AND THE
GUIDELINES SET FORTH BY THE OHIO DEPARTMENT OF HEALTH**

MEMBERS

Edna Southard, Council Rep., Vice Chair
Robert Benson, Recording Secretary
Stefanie Hilles
Carole Katz

Norm Krumpe
Joseph Prescher
Steve Sullivan, Chair

1. Call To Order.
2. Approval of Agenda.
3. Approval of the minutes of the August 11, 2020 PACO virtual meeting.
4. Old Business.
 1. Update on mural
 2. Review the various calls for art and their distribution
 3. Update on insurance
5. New Business
 1. Discuss catalog
 2. Discuss progress on CARES Act initiatives and potential PACO roles
6. Adjourn.

Public Arts Commission of Oxford
Virtual Meeting
Tuesday, August 11, 2020, 4:30PM

Minutes of the meeting

Present: Steve Sullivan, Chair; Edna Southard, Vice-Chair; Robert Benson, Recording Secretary; Stefanie Hilles, Norm Krumpe, Joe Prescher

Excused: Carole Katz

1. The virtual meeting of the Public Arts Commission of Oxford (PACO) was **called to order by Chair Steve Sullivan at 4:42PM.**

2. The **Agenda** was approved.

3. The **Minutes** of the July 14, 2020 PACO meeting were approved.

4. Old Business

A. Bike Rack Proposals

1. Police Station

Because Stefanie Hilles has done a lot of research on best practices, parking logistics, and citing, the commissioners agreed that the Oxford Police Department needed to be involved in the final decision so that a proposal can be completed and posted.

Edna Southard suggested that we meet with City Manager Doug Elliot, Police Chief John Jones, Service Director Mike Dreisbach, and Assistant City Manager Jessica Greene during one of our regular meetings.

Steve Sullivan suggested that the goal of the meeting should be to determine the location and size of the bike rack.

In order to do that, Joe Prescher suggested that we plan to report what we have done so far and lay out the plan forward.

Stefanie Hilles offered to make a PowerPoint to explain what she has learned.

Steve asked Edna if she would set the meeting up with the City.

2. Aquatic Center

Steve Sullivan said that he would speak with Casey Wooddell to determine if the project was still active.

Stefanie Hilles pointed out that the new protocols for actual size and footprint require that we clarify what we would consider to be the size and function of a bike rack at the Aquatic Center. All this relates to best practices as Stefanie has uncovered them in her research.

Joe Prescher asked if we may be looking at a more expensive project due to best practices and questioned how we would factor in a higher cost. Stefanie offered to look into the RFP that Kent State put out to find out what their budget was.

Joe Prescher pointed out that the original proposal for the Aquatic Center was envisioned to attract metal workers. If we set up a new call that is for artists whose designs would be fabricated by professionals, we need to consider cost differences.

B. Inventory

Steve Sullivan pointed out that at the founding of the Public Arts Commission, it was recognized that we would need a database, especially for works of art permanently installed or placed by PACO in Oxford. The McWilliams sculpture is an example of what needs to be in the inventory. Steve suggested that we set up a spread sheet without private or proprietary information.

Bob Benson moved that we establish an inventory spreadsheet. Edna Southard seconded. During discussion, it was decided that we should use an Xcel spreadsheet because of its translatability.

The motion passed unanimously.

C. Documentation

PACO members discussed the differences between accession versus lending documents. Steve Sullivan suggested that this could easily be accommodated in the inventory spreadsheet by using different tabs for accession versus loan. Objects on loan would have to have insurance coverage noted. All this would further be tied to a labeling system for which Edna would send a template for consideration.

Labeling should include the accession number. An artist's statement could be included in the documentation, but obviously not on the label.

5. New Business

Bob Benson asked if we could set up a development committee whose members would study the three paths that we now know about in terms of funding for art projects.

Joe Prescher and Edna volunteered to serve on such a committee.

Adjournment: The meeting was **adjourned at 5:25pm**

Respectfully submitted,

Robert Benson, Recording Secretary