AGENDA
PUBLIC ARTS COMMISSION OF OXFORD
VIRTUAL MEETING

Tuesday, May 12, 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 March 10, 2020 PACO meeting.

4. Old Business.
   A. Art Insurance – Status
   B. Update – moving of Ella’s mural
   C. Procedures and policy issues:
      1. On-boarding documents
      2. Process & Flow document (vet proposals)

5. New Business.
   A. Accept proposals for bike racks (OPD & Black Covered Bridge)
   B. Survey for bicyclists (usefulness of bike rack at the Black Covered Bridge)
   C. Platform for bike rack at the Black Covered Bridge
   D. Grant funding for public art

6. Adjourn.
Public Arts Commission of Oxford  
Tuesday, March 10, 2020, 4:30PM  
Oxford Municipal Building  
First Floor Conference Room

Minutes of the meeting

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

1. The regular meeting of the Public Arts Commission of Oxford (PACO) was called to order by Chair Steve Sullivan at 4:37PM.

2. The Agenda was approved.

3. The Minutes of the February 11, 2019 PACO meeting were approved.

4. Old Business

   A. Posting of Bike Rack(s) Call for Art

   Steve Sullivan reported that after discussion with several local fabricators, no clear cost could be determined. Estimates ranged between $1 and $1000.

   After discussion, the Commission members agreed to set aside $1000 per bike rack for fabricators (total of $2000), leaving $1000 per bike rack (total of $2000) for honoraria.

   Recommended locations were:  
       The Oxford Police Headquarters  
       The Black Covered Bridge (either near the sign or in the central circle)

   A question was raised concerning the possible need or use for a concrete platform at the locations of the Black Covered Bridge. It was suggested that Steve Sullivan or Edna Southard contact Mike Dreisbach concerning the concrete platform.  
   A question was also raised concerning the number of people who actually bike to the Bridge.  
   The Commission decided to check with Jessica Greene to determine if bike racks were included in the funding for the recreational trail. It was also suggested that PACO conduct an online survey of bike riders to determine if a bike rack would be useful at the entrance to the Black Covered Bridge.

   Carole Katz sent samples of bike racks from Austin TX and other sites. Artists proposing designs for Oxford bike racks should be encouraged to do Google searches for examples.
The Police Headquarters bike rack could be sited near the peace pole (on the west side of the brick entry apron). Question was raised about the opposite side of the brick entry apron since the east door has been blocked to accommodate the new elevator and would thus generate less foot traffic than the other two entry doors.

Edna Southard said she would check with the Police Department to determine their preferences.

All of this information is important in order to provide plans in the call for entries so artists would know where the bike racks will be placed and for determining exactly what the size of the footprint for the installation will be.

B. Insurance for Art Displayed at the Municipal Building

Steve Sullivan met with Caroline Crosswell (Director of the Oxford Community Arts Center) and Jessica Greene. They drafted a Memorandum of Understanding concerning art displayed in the Municipal Building. PACO would take the role of facilitator and OCAC would take the role of exhibitor.

Steve Sullivan suggested that carbon steel nails would be used to mount art in the Municipal Building because they would do minimal damage to the walls.

PACO will consult with Jessica Greene about lighting.

C. Procedures and policy issues

1. On-boarding documents: Carole Katz agreed to assemble them
2. The Process Flowchart: Steve Sullivan created this and Norm revised it. It is located in Google Drive.

5. New Business

There was no new business.

Carole Katz had forwarded a call for public art from Batesville IN. It prompted PACO to agree to write a grant for funding public art. Bob Benson agreed to be the point person in conjunction with Steve Sullivan and Edna Southard.

Carole Katz and Jessica Greene will meet with Ella Cope this coming Friday (March 13) to discuss the location for the mural currently displayed on the building owned by Kim Peterka. PACO agrees to help facilitate the move when the location is determined.

PACO briefly went into executive session to learn about a personnel matter.

Edna Southard reminded members to write 50-word bios and send them to her for posting on the PACO page of the municipal web site.
The next regular meeting of PACO will be Tuesday, April 14, 2020, at 4:30pm in the first floor Conference Room of the Municipal Building.

**Adjournment:** The meeting was **adjourned at 5:30pm**

Respectfully submitted,

Robert Benson, Recording Secretary