

Public Arts Committee

Action Agenda

September 18, 2017

The Fayette County Public Arts Committee met in an Official Meeting on September 18, 2017 at 7:08 p.m. in the Conference Room of the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

Committee Members Present: Martha Akin
Heather Cap
Donna Thompson
Heidi Danis
Roger Sibaja

1. Call to order by Committee Chair Donna Thompson.

Donna Thompson called the meeting to order at 7:08 p.m.

2. Acceptance of Agenda

Heather Cap made motion to accept agenda. Heidi Danis seconded.

Motion passed 5-0-0.

3. Approval of Minutes of September 6, 2017 meeting.

Heidi Danis made a motion to approve the minutes. Heather Cap seconded.

Motion passed 5-0-0.

OLD BUSINESS

4. Update and Discussion on PopUps.

Heather Cap made motion to update and discuss PopUps. Heidi Danis seconded.

Heidi Danis has agreed to take leadership of this project. Heidi said she reviewed the documents and asked Roger Sibaja to assist and he agreed. Heidi asked for input regarding ideas for locations.

Donna Thompson asked that we discuss when to start the events. She said originally we were looking at starting in the Fall and do we want to start now and take a break in the Winter, starting back in the Spring or wait to start in the Spring. She said we really have not talked about having indoor events. Heather Cap suggested identifying both artists and venues. After some discussion, Heidi suggested starting the Five Senses events in the Spring. Heidi suggested starting in February and having one event per month. There was discussion about locations.

Donna Thompson said the budget portion of the Five Senses still needs to be approved.

Martha Akin made motion to (re-) approve the budget (with no changes). Heather Cap seconded.

Motion passes. 5-0-0

Heather Cap made motion to submit the entire project to Board for final approval. Roger Sibaja seconded. Motion passed. 5-0-0

5. Update and discussion on Scarecrows.

Martha Akin made a motion to discuss Scarecrows. Heather Cap seconded.

Donna Thompson said the Scarecrow information has been sent to the County, but it has not been updated yet. Donna said she notified them and they are working on it. There was discussion regarding the County's proposed update of the website.

Heather Cap advised she has sent photos to Martha Akin. Heather said there were a few things we need to remember to schedule with Tameca: (a) request the Marshall's Office open the restroom corridor, (b) request shredded paper for stuffing, and (c) get from storage the tent, tent weights and 6' table. Heather said we may not need the tent, but a table is needed to share information. Heather also suggested to bring small plastic bags to stuff. There was discussion about who to send information to for participation and where to market the event.

Heather asked the times for the event. Donna said she listed the same as last year's event - Saturday was 10a-4p and Sunday was 12p-4p. Donna said she would update the guidelines document with the times and send to everyone. Heather will make a Facebook event page that will allow photos to be posted. There was discussion about our duties at set-up.

No vote required.

6. Update and Discussion on Survey.

Martha Akin made motion to discuss Survey. Heather Cap seconded.

Donna Thompson said she had checked on possible other areas to post a survey. Facebook will allow one question at a time and you can add multiple choice options below and it is sharable. On a freebie website you can post a survey that includes three simple questions. There was discussion about how the survey questions could be listed. Donna said we could try one question and see what the response is like and if it's good then look at SurveyMonkey. Roger Sibaja said he has used Jotform and you can post that to Facebook. Roger said Jotform is limited to the number of forms, but not responses. Heidi said it would be good to start gathering information regarding what people are interested in. There was discussion regarding the limitations on the pricing categories with services like SurveyMonkey. Donna suggested looking at Jotform to get more information. Martha asked whose personal information would be used for the registration. Donna suggested we could check on Jotform and bring that information back to the next meeting. All agreed.

No vote required.

7. Discussion on Chalk.

Heather Cap made a motion to discuss new project ideas. Heidi Danis seconded.

Heather Cap had a press release for everyone to review. This event (October 21) is for one day only. She has already made a Facebook event for this. She said there will be small spaces for people and one larger space as an open area. She will follow-up on garbage cans and porta-potties. Heather said she needs help at the event. Heather said she has a flyer prepared and will share it with everyone.

Heather is going to share a flyer about the event in Tyrone on September 30 with Lynda Owens and see if she will post it to the Tyrone pages. She has already shared it with those who participated earlier in Tyrone.

Heather Cap made motion to approve the press release. Martha Akin seconded.

Motion passes. 5-0-0

NEW BUSINESS

8. Discussion on New Project Ideas.

Heidi Danis made a motion to discuss marketing and promotion. Heather Cap seconded.

Donna Thompson said we previously had discussed the idea of painting utility boxes. She has been researching this project and she will bring it back to the next meeting. She was told there is a box on the Courthouse grounds that belongs to the County and she is going to check on that.

Heather Cap asked if we find a number of the boxes that we can paint would we do a call to artists. Donna confirmed we would. Martha Akin said she thought we had discussed that previously. Heather asked if this would be a public call to artists, not limited to County only. Donna said if it is a public call, it is public to anyone. Donna also referenced the water mural, where the artist was not from the County.

No vote required.

OTHER BUSINESS

9. Other Business

Heather Cap called for motion to discuss Other Business. Martha Akin seconded.

9a. Marketing and Promotion of Projects

Database and Forms

Donna Thompson mentioned the database forms and said they do not have the Committee's email address on it. Heather Cap said she thought she had the digital version of the forms and will forward. Donna asked if she knew if Kate had actually started the database and Heather replied she didn't think so. Donna asked if everyone would start collecting names for the database. Heidi suggested the forms be placed at the libraries. There was discussion about where the flyers could be placed and that some locations have rules about placing flyers.

No vote required.

General Marketing

Donna Thompson brought back up the discussion about 'zone' marketing. Heather Cap said that she just thought of the idea. Martha Akin said everyone should consider the places they go, make a list and bring it back. Heather Cap said she will include digital links that she uses. Donna said everyone could think of where they go and bring that back to the next meeting and we can compare.

No vote required.

Donna Thompson said she has kept the marketing discussion on the agenda because this has been a weakness in the past. Heidi Danis asked if anyone worked with The Bear radio. Heather Cap said she had. Donna said she would do newspapers if Heather would take The Bear. Heather agreed.

9b. Volunteer Opportunities

Donna Thompson updated the volunteer list.

No vote required.

9c. Other Opportunities

Donna Thompson said the Balloon planning group will be meeting on September 19. Fayette Parks and Rec is also planning an event in December that they have requested our possible involvement. There will be more details soon.

Next Meeting

Donna Thompson said the next meeting is Wednesday, October 4.

Adjournment

Heather Cap called for motion to adjourn. Martha Akin seconded. Motion passed 5-0-0. Meeting adjourned 9:00pm.

Donna Thompson, Chair
Fayette County Public Arts Committee