

# Public Arts Committee

## *Action Agenda*

November 1, 2017

The Fayette County Public Arts Committee met in an Official Meeting on November 1, 2017 at 7:05p.m. in the Conference Room of the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

**Committee Members Present:** Martha Akin Heidi Danis  
Heather Cap Susan Samson  
Donna Thompson

**Committee Members Absent:** Roger Sibaja

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### **1. Call to order by Committee Chair Donna Thompson.**

Donna Thompson called the meeting to order at 7:05 p.m.

Donna handed out copies to each member of the two forms for use with signing up for the database.

### **2. Acceptance of Agenda**

Heidi Danis made motion to accept agenda. Susan Samson seconded.

Heidi Danis and Susan Samson asked to bring items up on the agenda. Donna Thompson said they would be added to Other Business.

Motion passed 5-0-0.

### **3. Approval of Minutes of October 16, 2017 meeting.**

Heather Cap made a motion to approve the minutes. Susan Samson seconded.

Susan Samson brought up the discussion on PopUps detailed in the Minutes. She said we might talk about this in the Policy discussion. She said Donna Thompson said that discussion about projects needs to be done in the meeting and that comment was not included in the Minutes. She would like to understand it better. Donna said she includes the information in the Minutes critical to the topic and she has had people complain about the length of the Minutes in the past. Susan said she needed clarification. Donna asked Tameca White to cover it.

Motion passed 5-0-0.

## **OLD BUSINESS**

## **NEW BUSINESS**

### **4. Review of Policy and Procedures.**

Donna Thompson introduced Tameca White, County Clerk. Ms. White gave a presentation regarding the Open Meetings and Open Records law - including information about what is or is not considered a meeting; public notices; calendars; changes to the meeting schedule; the requirement for agenda, action agenda and minutes; and information on public records. Ms. White also provided a copy of the information she presented.

Donna also provided a summary of the procedure for how the Committee's projects are approved. She covered the concept approval and final/budget approval and showed the forms that go with each approval submission. She said the financial information does not have to be submitted with the concept approval, but it is necessary for the final approval. Susan Samson asked if we have a budget and if it is a yearly budget. Donna said there is a budget, but it is not something we have to request yearly.

No Vote Required.

## **OTHER BUSINESS**

### **5 Other Business**

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

#### **5a. Chalk Art Event Review**

Heather Cap said the event went well. There were 147 designs chalked and good traffic all day. Several elected officials visited the event. There was a guest artist from Griffin. Heather said she would like to find a better way to get the event information to the schools. There was discussion about planning for the chalk events going forward.

No vote required.

#### **5b. Market Day Trick or Treat Review**

Donna Thompson said the event was moved to Sunday due to weather. She said there were a lot of people there even with the cold temperatures. She said Heather Cap announced the winners of the Scarecrow competition at the event. Heather said the Girl Scout Troop was there at the time of the announcement. Donna said she has received a lot of compliments on the Scarecrows.

No vote required.

#### **5c. PopUp Event Update**

Heidi Danis said she has done some research online and would like to include Brooks. She has made contact with the school system. She said she thinks marketing is important. She contacted a friend who works with a church who is going to lend assistance with a contact list. She said they also discussed how to get the preschools involved. Heidi said she knows the churches have entertainment that comes to them and that could be another source to use. She is collecting information from the newspapers that is specific to entertainment. She has also viewed the "What's Happening" section that has knitting and quilting groups. Susan Samson asked questions about the concept of the PopUps and there was discussion. Heidi asked Donna about the status of the Press Release and Donna said it is included in the agenda request.

Susan Samson asked if we can partner with others. She said she is interested in working with the Southern Crescent Storytellers. There was discussion about how the Storytellers had participated in past events and where there might be possible opportunities in the future. Martha Akin suggested including spoken word.

No vote required.

#### **5d. Emails**

Donna Thompson reminded everyone to check their County email.

No vote required.

**5e. Committee Meeting Schedule for 2018**

Donna Thompson provided an explanation of the meeting schedule and there was discussion about holidays and meetings. There were a couple of questions concerning a holiday and availability of the conference room on alternate dates. Donna will check with Tameca White regarding those questions. Susan Samson asked about vacations. Donna said members should advise when they are not going to be at a meeting.

Susan Samson made a motion to approve the 2018 Meeting Schedule. Heidi Danis seconded. Motion passed, 5-0-0.

**5f. Lantern Parade**

Donna Thompson said there is an opportunity to have a Christmas Lantern Parade. Mitch Bowman contacted the Committee to ask about Lanterns and having them at their parade. Donna said there is already a concept approval for lanterns and there is no budget needed for this. Donna said we would work with Mr. Bowman to coordinate a few workshops and help organize the parade. Heather Cap said we learned that it is best not to do the workshops on the same date as the parade. Donna told Mr. Bowman there would be a kit fee to cover cost of supplies.

Susan Samson made a motion to assist with the parade. Heidi Danis seconded. Susan amended her motion to include hosting some workshops and Heidi amended her second. Motion passed, 5-0-0.

**5g. Veterans Day event / The Eden Project**

Donna Thompson said we received an invitation to participate in an event on Saturday, November 11 at the Gazebo. It would be hosting an information table for the Committee and talking to visitors about what we do. There was discussion about the importance of doing events like this in order to get exposure. Donna will check to see if there is still available space. She did not think there was an expense associated with this event.

**5h. Birdhouses**

Heather Cap provided an overview of the Birdhouse project and shared information for members to read. She will bring this back to the next meeting for further discussion. She is looking to bring this project back next Spring.

No vote required.

**Next Meeting**

Donna Thompson said the next meeting is Wednesday, December 6. She reminded everyone the November 20 meeting was cancelled and there is only one meeting in December.

**Adjournment**

Heather Cap called for motion to adjourn. Martha Akin seconded.

Motion passed 5-0-0. Meeting adjourned 9:07pm.