



AGENDA OF THE GREEN BAY PUBLIC ARTS COMMISSION

WEDNESDAY, FEBRUARY 24, 2021, 8:00 AM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

1. Members: Kelli Strickland - Chair, Alex Zacarias - Vice-Chair, Ald. Lynn Gerlach, Kent Hutchison, and Chuck Yang
2. Liaison Representatives: Beth Lemke from Neville Museum and Matt Vanden Boomen from Imperial Supplies.

C. Approval of the Agenda.

1. Approval of the agenda for the February 24, 2021, meeting of the Green Bay Public Arts Commission.

D. Approval of Minutes.

1. Approval of the minutes from the January 27, 2021, meeting of the Green Bay Public Arts Commission.

E. Regular Business.

1. Consideration with possible action on the communication from Ald. Kathy Lefebvre to involve neighborhoods in the selected placement of artwork for the Rotating Art Program.
2. Consideration with possible action on the revival and update of the Rotating Art Program.

F. Informational.

1. Open discussion on GBPAC recommendations for CDBG funded arts activities for this year.

2. GBPAC Financial Report
3. Coordinator's Report and Project Updates.
4. Next Meeting: March 24, 2021

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Green Bay Public Arts Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Public Arts Commission

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/89418825135>

Meeting ID: 894 1882 5135

Passcode: 522387

One tap mobile

+1 301 715 8592,,89418825135#,,,,*522387# US (Washington D.C)

+1 312 626 6799,,89418825135#,,,,*522387# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 894 1882 5135

Passcode: 522387

Find your local number: <https://us02web.zoom.us/u/kvPVEqyki>

Additional Information

1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





MINUTES OF THE GREEN BAY PUBLIC ARTS COMMISSION

WEDNESDAY, JANUARY 27, 2021, 8:00 AM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

I. Members: Kelli Strickland - Chair, Alex Zacarias - Vice-Chair, Ald. Lynn Gerlach and Kent Hutchison

Present: Kelli Strickland, Kent Hutchison, Lynn Gerlach, Excused: Alex Zacarias

Others Present: Cheryl Renier-Wigg, Celestine Jeffreys and Krista Cisneroz

2. Liaison Representatives: Beth Lemke from Neville Museum, Paul Grall from Civic Symphony and Matt Vanden Boomen from Imperial Supplies.

Present: Beth Lemke from Neville Museum and Matt Vanden Boomen from Imperial Supplies.

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the January 27, 2021, meeting of the Green Bay Public Arts Commission.

Moved by Kent Hutchison, seconded by Ald. Lynn Gerlach to approve the agenda. Motion carried.
Yes- Kelli Strickland, Lynn Gerlach, Kent Hutchison , No- None, Abstain- None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the November 25, 2020, meeting of the Green Bay Public Arts Commission.

Moved by Ald. Lynn Gerlach, seconded by Kent Hutchison to approve the minutes. Motion carried.
Yes- Kelli Strickland, Lynn Gerlach, Kent Hutchison , No- None, Abstain- None

E. REGULAR BUSINESS.

I. Consideration with possible action on approval of GBPAC budget, for Fiscal Year Beginning January 1, 2021.

Moved by Kent Hutchison, seconded by Ald. Lynn Gerlach to approve the GBPAC budget for Fiscal Year Beginning January 1, 2021. Motion carried.
Yes- Kelli Strickland, Lynn Gerlach, Kent Hutchison , No- None, Abstain- None

2. Consideration with possible action to revive and update the Rotating Art Program.

Moved by Ald. Lynn Gerlach, seconded by Kent Hutchison to refer back to staff for additional information regarding insurance and hold harmless agreements to revive and update the Rotating Art Program. Motion carried.
Yes- Kelli Strickland, Lynn Gerlach, Kent Hutchison , No- None, Abstain- None

F. INFORMATIONAL.

I. Community Development Block Grant Funds and the Arts.

A presentation and discussion was had regarding Community Development Block Grant Funds and the Arts.

2. Chairperson's Report and Project Updates.

Kelli Strickland did not have a report or any project updates to present.

3. Coordinator's Report and Project Updates.

Laura Schley presented the Coordinator's Report and Project Updates.

4. Next Meeting: February 24, 2021

G. ADJOURNMENT.

Moved by Kent Hutchison, seconded by Ald. Lynn Gerlach to adjourn. Motion carried.

Yes- Kelli Strickland, Lynn Gerlach, Kent Hutchison , No- None, Abstain- None



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

February 24, 2021

PREPARED BY

Laura Schley, Staff

AGENDA ITEM # E.1

Consideration with possible action on the communication from Ald. Kathy Lefebvre to involve neighborhoods in the selected placement of artwork for the Rotating Art Program.

BACKGROUND

Staff spoke with Ald. K. Lefebvre to determine ways that the neighborhoods could be involved in the selected placement of artwork for the Rotating Art Program. The best option that was discussed was for staff to notify Neighborhood Associations of the GBPAC meeting in which the artwork for the Rotating Art Program will be selected and placed. The Neighborhood Association contact can then share the meeting invitation to their members so any interested parties may join the GBPAC meeting and speak on the matter when the floor is opened to the public.

Currently the Rotating Art Program selection and placement of work has been determined by the GBPAC during their regular public meetings. Notification of these selection meetings has not been promoted to the Neighborhood Associations in the past.

RECOMMENDATION

Staff is recommending updating program guidelines for Rotating Arts Program to include Neighborhood Association notification of GBPAC art selection meetings.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

February 24, 2021

PREPARED BY

Laura Schley, Staff

AGENDA ITEM # E.2

Consideration with possible action on the revival and update of the Rotating Art Program.

BACKGROUND

During the January 27, 2020, regular meeting of the GBPAC this item was referred back to staff to further look into artist insurance requirements. Staff discussed these requirements with the Law Dept. It was determined that the artist will be required to provide insurance if heavy equipment is involved with the installation of their piece. If they hire an outside contractor, then that contractor would need to provide this insurance. There may be opportunities to work with the City and the requests will be handled on a one on one basis. The artists will also need to sign releases for the installation and removal of their pieces placed on City or RDA properties.

The insurance portion was the only item requested for further development. All other proposed changes to the Rotating Art Program were reviewed and agreed upon at the previous meeting. Previous proposed updates to the program recommended all six footings operate on the same schedule so that promotion and management of the program can be unified.

Attached for consideration is the updated draft Guidelines and Application with artist insurance requirements specified.

RECOMMENDATION

Staff is recommending approval of reviving the Rotating Art Program with the proposed program updates.

FISCAL IMPACT

ATTACHMENTS

1. DRAFT Rotating Art Program Application Updated 2.11.2021
2. DRAFT Rotating Art Program Guidelines Updated 2.11.2021

ROTATING ART PROGRAM APPLICATION

Green Bay Public Arts Commission
City of Green Bay
Dept. of Community and Economic
Development
100 North Jefferson Street - Rm 608
Green Bay, WI 54301-5026
Phone: (920).448.3142
Fax: (920).448.3426
<http://greenbaywi.gov/pac>

GBPAC

GREEN BAY
PUBLIC ARTS
COMMISSION



APPLICANT / ARTIST NAME: _____

ARTIST WEBSITE: _____

STREET ADDRESS: _____

MAILING ADDRESS (IF DIFFERENT): _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE (DAYS): _____

E-MAIL ADDRESS: _____

SCULPTURE TITLE: _____

SCULPTURE DIMENSIONS (specify feet and/or inches): Height _____ Width _____ Depth _____

SCULPTURE DESCRIPTION: (Please answer the following questions in the box below)

What does the piece depict? What materials are used? How will this be installed? How is it fastened to the ground?
Any other pertinent information the Commission should know about this piece, etc.)

Large empty box for sculpture description, overlaid with a large diagonal 'DRAFT' watermark.

EXPERIENCE: (Please answer in the box below. If attaching an artist resume, please note below.)
What is your experience with exhibiting public art? List any key dates, installation locations, education, or other details the Commission should know.

WILL THIS PIECE BE FOR SALE? (Please circle one.)

YES

NO

IF FOR SALE, WHAT IS THE SALE PRICE? IF NOT FOR SALE LIST - NFS: _____

DO YOU ANTICIPATE USING HEAVY EQUIPMENT TO INSTALL? (Please circle one.)

YES

NO

IF YES, DO YOU HAVE INSURANCE TO OPERATE HEAVY EQUIPMENT?

YES

NO

If you do not have insurance to operate or have access to heavy equipment, the City may provide equipment to the Artist at an expense.

REMINDER: PLEASE ATTACH THE FOLLOWING WITH THIS APPLICATION WHEN SUBMITTING

- **A. 1-4 EXAMPLES OF PREVIOUS WORK** Please label images with the following naming concept. LastNameSampleA1; LastNameSampleA2; LastNameSampleA3, etc. Ex.) **SmithSampleA1**
- **B. 3 - 6 REPRESENTATIVE PHOTOS, SKETCHES, OR SCALE MAQUETTE OF PROPOSED WORK** Please label images with the following naming concept: LastNameProposedWorkTitleB1; LastNameProposedWorkTitleB2; LastNameProposedWorkTitleB3, etc. Ex. **SmithTheThinkerB1**
- **C. ARTIST RESUME Optional** If you wish to attach a resume listing your artistic accomplishments rather than write in your experience above, you may do so. Please note you must either attach a resume or write in your experience above to be considered for the program.

WHEN YOU HAVE COMPLETED THIS FORM, EMAIL FORM AND REQUIRED ATTACHMENTS TO LAURA.SCHLEY@GREENBAYWI.GOV

FOR ANY QUESTIONS EMAIL LAURA.SCHLEY@GREENBAYWI.GOV OR CALL: 920-448-3142

ROTATING ART PROGRAM

Green Bay Public Arts Commission
City of Green Bay
Dept. of Community and Economic
Development
100 North Jefferson Street - Rm 608
Green Bay, WI 54301-5026
Phone: (920).448.3142
Fax: (920).448.3426
<http://greenbaywi.gov/pac>



GREEN BAY
PUBLIC ARTS
COMMISSION



DEADLINE

Application materials must be
submitted by **5:00 PM**
April 16, 2021.

WHAT IS THE GREEN BAY PUBLIC ARTS COMMISSION?

The Green Bay Public Arts Commission's (GBPAC) mission is to promote the arts, culture, and creative identity of Green Bay through awareness efforts, provisions, and exhibitions. The GBPAC exists to fund artistic activities and support cultural programs that integrate and advance arts and culture as an essential part of life in Green Bay. The GBPAC is a five-member commission appointed by the Mayor to advise the City about matters of arts and culture.

WHAT IS THE ROTATING ART PROGRAM?

The Rotating Art Program was created in order to beautify our community, promote our cultural identity, and to encourage artistic engagement. The Green Bay Public Arts Commission (GBPAC) invites artists to offer their creative talents to the City of Green Bay. The Rotating Art Program (RAP) is an opportunity for temporary works of art to sprout up throughout the community. Six concrete pads have been installed throughout the city to serve as platforms for temporarily installed sculptures. Accepted artists will be given \$1,500 to help facilitate the installation and deaccession of the work. The art will be on display for one year. During the eighth month of the display period, the sculptures will have the option of being put up for sale at an 8% commission fee to the GBPAC.

The objectives of the Rotating Art Program include broadening the role of the artists in the community by:

- Developing public artworks that have strong, inherent aesthetic quality and represent diverse communities and a wide range of artistic styles and disciplines.
- Encouraging collaboration among artists, architects, engineers, and others.
- Encouraging public dialogue about and understanding of works of art, issues raised by public art, and the various roles artists can undertake.
- Providing opportunities for artists to advance their art forms.
- Dispersing temporary public art through the City of Green Bay to really build a voice for the creative community within the city.

GUIDELINES

Artists may submit existing art or propose sculptures created specifically for this call. Art quality should be high in regard to design, materials, craftsmanship, assembly, and appropriateness to theme and character designated by the Green Bay Public Arts Commission. Proposed work will be reviewed based on:

ARTISTIC MERIT:

- Idea to be conveyed
- Visual impact, including color, form, and composition
- Original and innovative design

FEASIBILITY:

- Public Safety
- Quality materials and craftsmanship

ABILITY TO SUCCESSFULLY COMPLETE THE PROJECT:

- Training and experience
- Ability to meet key project deadlines
- Technical competence and craft experience

PROJECT TIMELINE

Below is an outline of key project dates. Staff reserves the right to adjust project dates as necessary.

- **March 1, 2021** -Call for 2021 Rotating Art Program opens
- **April 16, 2021** -Call Closes
- **April 28, 2021** -Public Arts Commission to review all submissions
- **April 30, 2021** -Selected artists notified
- **June 1 - June 25, 2021** -Artwork will be installed (specific date will be determined between artist and Public Arts Coordinator)
- **June 26, 2021** -Artwork Celebration
- **June 2022** -Artwork must be removed (specific date will be determined between artist and Public Arts Coordinator)

BEFORE YOU APPLY

How does your piece fit the Rotating Art Program? We are looking for projects that are: high quality, unique, safe, and appropriate for public display.

ELIGIBLE WORK MUST:

- Ready for installation
- Be original work by the submitting artist
- Fit within the boundaries of the 6ft. diameter footing (larger pieces will be individually reviewed)
- Be able to be securely anchored to the concrete platform
- Be safe to the public
- Be weatherproof and resilient for northeast Wisconsin's climate
- Weigh no more than 2,500 pounds.
- Be installed by the artist/artist team (if assistance is needed, please contact the Public Arts Coordinator)
- Be maintained by the artist throughout the display year
- All repairs to the piece will be made by the artist
- Any vandalism will be re-mediated by the artist
- Be deaccessioned by the artist/artist team at the conclusion of the display year

Final placement of the work will be determined by the Commission.

Expect that you will be responsible for all costs associated with the project, including the costs of fabrication, installation, maintenance, permits, fees, deaccession, etc.

Remember if the GBPAC approves your application, your project will become a part of the Rotating Art Program. Your project and all promotional materials will need to display our logo and/or credit language. You are not receiving a grant for your project. You are providing a temporary public art piece that you may sell at an 8% commission fee to the GBPAC. Your piece will be on display for an 8 month minimum from the installation date, with an end date to be set at one year from installation unless otherwise determined between the artist and the Public Arts Coordinator.

SUBMISSION

THE APPLICATION CAN BE FOUND ON THE CITY WEBSITE:
[HTTP://GREENBAYWI.GOV/581/ROTATING-ART-PROGRAM](http://greenbaywi.gov/581/rotating-art-program)

APPLICATION WILL REQUEST:

- First and Last Name
- Address
- Phone Number
- Email
- Project Title
- Project Description
- Will the piece be for sale?
- What is the sale price? (if any)
- 3-6 representative photos, sketches, or a scale maquette of your proposed sculpture
- Dimensions of sculpture
- Evidence of prior work
 - Photos of prior work
- How will the piece be installed?

THE PUBLIC ARTS COORDINATOR WILL CONTACT YOU TO CONFIRM RECEIPT OF ALL APPLICATION MATERIALS ONCE SUBMITTED.

REVIEW PROCESS

1. You've submitted your application. Yay!
2. The Public Arts Coordinator will contact you within 24 hours of submission to confirm receipt of all application materials. Please allow additional time for a response if submitting late Friday/on the weekend.
3. The Public Arts Coordinator will share your submission materials with the Public Arts Commission for review.
4. Full Commission review of all submissions at the next scheduled public meeting will include a comparison of project grading along with an opportunity for artists to comment on their submission if they wish.
5. Following the public meeting, you will be notified of program acceptance/denial.

FUNDING CREDIT

All publicity, press releases, and promotional material must acknowledge that the project is a Rotating Art Program temporary public art piece funded by the Green Bay Public Arts Commission.

PAYMENT

Accepted applicants will receive \$1,500 to help facilitate the installation and deaccession of the work. \$750 will be provided during installation followed by \$750 after successful deaccession of the work by the artist.

QUESTIONS

QUESTIONS MAY BE SENT TO LAURA SCHLEY, PUBLIC ARTS COORDINATOR AT LAURA.SCHLEY@GREENBAYWI.GOV OR 920-574-7473



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

February 24, 2021

PREPARED BY

Laura Schley, Staff

AGENDA ITEM # F.I

Open discussion on GBPAC recommendations for CDBG funded arts activities for this year.

BACKGROUND

There is roughly \$27,000 of CDBG funds allocated toward art that is to be spent before November 1, 2021. Staff is seeking recommendations from the GBPAC to take into consideration as they develop arts project(s) and/or programming to be executed this year based on fund requirements, community input and anticipated City projects and initiatives.

Arts project(s) and/or program(s) will be developed by staff based on the above input and requirements and will be presented to the RDA for final approval.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

February 24, 2021

PREPARED BY

Stephanie Schmutzer, Staff, Laura Schley,
Staff

AGENDA ITEM # F.2

GBPAC Financial Report

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. GBPAC Financial Report 2.17.21

Green Bay Public Arts Commission
Financial Report
1/1/2021

	Begging Bal	Revenue	Expenses	Balance
CDBG	88,176.08		11,978.60	76,197.48
Grants	4,100.00	10,000.00	1,066.05	13,033.95
Donations	19,800.00			19,800.00
Friends Account	21,496.61			21,496.61
	<u>133,572.69</u>	<u>10,000.00</u>	<u>13,044.65</u>	<u>130,528.04</u>

CDBG Funding Budget	\$ 76,197.48	
Coordinator Position	35,303.48	
Danz park	-	
Alley Art	13,500.00	
Unallocated	<u>27,394.00</u>	Recommendations by April

City Grants

Rotating Art Grant (Kohler)	\$ 3,033.95	
Artist payments	9,000.00	Payments are \$1,500 per artist
Insurance	-	\$1,066.05 Paid in 2021
	<u>(5,966.05)</u>	
National Endowment of the arts	\$ 10,000.00	
Shipyard underpass	<u>10,000.00</u>	10k Match from Neighborhood Enhancement
	-	

City Donations - Restricted	\$ 19,800.00
Embark maint (WPS)	19,800.00
	<u>\$ -</u>

Friends Account	21,496.61
GGBCF	19,496.61
Bank	2,000.00
Unallocated	<u>21,496.61</u>



Report to the
Public Arts Commission
of the City of Green Bay

MEETING DATE

February 24, 2021

PREPARED BY

Laura Schley, Staff

AGENDA ITEM # F.3

Coordinator's Report and Project Updates.

BACKGROUND

Coordinator will provide information on the following activities:

- Olde North Sculpture
- Adams Street Installation - Salva-Jelly Bloom
- NEA Grant - The Shipyard Underpass Place-making Project

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None