



INDIANOLA PUBLIC ARTS COMMISSION

Agenda

Thursday, August 10, 2023

6:00 p.m.

Brickhouse

107 N Buxton St, Indianola, IA

1. Call to Order
2. Approval of Minutes
3. Art Festival Discussion
4. Upcoming Project
5. Piano
6. Other Comments
7. Agenda Items and Dates for Future Meetings
8. Adjourn

Indianola Public Arts Commission
Meeting Minutes – Thursday, March 23, 2023
City Hall Council Chambers, 110 N 1st St, Indianola, IA

Members Present: Bob Kling, Grant Darrah, Tim Wilson, Monica Weinman, Justin Nostrala, Megan Shipley

Members Absent: Hayden Keeney, who provided a written update

Bob called the meeting to order at 6:02 p.m.

March 1 minutes were APPROVED.

Jackie was not able to attend but had sent an email earlier asking the Commission to address some questions:

- Logistics for artists wishing to stay overnight Saturday at Simpson College
- Need to decide what level of state license would be required for the proposed raffle of artist donations

Bob will look into the cost of rooms with Simpson staff.

There was consensus that due to the expected value of raffle items, the City should only require a gambling license for a very small raffle and only for the duration of the Festival. A motion to approve the use of funds to purchase the license was approved.

Jackie also reported 27 artists have been approved.

Don't forget to prepare your committee's report for the Indianola Summer Art Festival this Thursday. (Plans and needs for the student exhibit; costs for security; any more donations; housing, what are we deciding on music and etc.) There are several things we need to finalize after we get the artist's booth fee payments that are due May1

Discussion ensued on artwork for the alley. Ideas were reviewed. Bob agreed to reach out to the County Board of Supervisors to indicate our interest in that alley as a possible art project site (they own the building on one side). Justin asked if we were committed to that site and the group agreed that this was one possible site but that we are not fully committed to this site or only to this site. Each member agreed to take on the assignment of identifying other potential sites in and around the square and elsewhere in town and report at the April meeting.

Bob asked that each committee lead come to the April meeting prepared to report updates on the various tasks agreed to, including plans and needs for the student exhibit; costs for security; additional sponsors; housing, what are we deciding on music and etc.) There are several things we need to finalize after we get the artist's booth fee payments that are due May1. In May we will send out the finalized map and information on to the vendors and the public. As of now we have filled 49 vendor spots!

The meeting was adjourned at 6:59.

Indianola Public Arts Commission
Meeting Minutes – Thursday, April 27, 2023
City Hall Council Chambers, 110 N 1st St, Indianola, IA

Members Present: Bob Kling, Grant Darrah, Tim Wilson, Justin Nostrala, Hayden Keeney

Members Absent: Megan Shipley, Monica Weinman

Also Present: ??

Bob called the meeting to order at 6:30 p.m.

The meeting began with a presentation from Amanda Zwanziger, President and CEO of Indianola Chamber of Commerce. She mainly stated that she is working to ensure that the various Indianola organizations communicate and cooperate with each other to ensure that we all know what other committees are doing and work toward a common goal of improving awareness of Indianola. Amanda stated that she had some ideas for arts projects, such as a balloon festival mural that featured an actual balloon basket attached to it that people could get into to have their pictures taken. The main idea is to try to come up with something that serves as a landmark that people are drawn to thus increasing Indianola traffic.

Sponsors: Tim reported that both the 2022 sponsors who had been offered a “discount” on sponsorship this year had responded. CemenTech donated \$500 at half off the “Event Sponsor” level and A&W contributed \$100 for expenses rather than opt for a sponsorship. ?? confirmed the checks had been received. He also is following up with a couple of local banks. Grant had previously secured some \$500 “Event Supporter” level sponsorships. Everyone is encouraged to keep reaching out to businesses.

Security: Justin reported that Chris Frerichs with Simpson College security has been very helpful in trying to assist with referrals and brainstorming. He pointed out that some campus cameras are moveable and perhaps could be utilized for our security needs. He said CSC, a security service based in Des Moines, was recommended by IPD Chief Sher.

Attractions: Hayden reported that she was aware of a flute choir in the area and was going to reach out to see if they could scale back to a quartet (16 in group normally). She also reported that we have a blues guitarist. Tim suggested it would be OK for these artists to solicit donations or sell CDs.

Food Trucks: Jackie had forwarded an update that we have seven lined up!

Artists: Bob reported on behalf of he and Monica that we have student exhibits lined up from each school.

Layout: Bob brought some descriptions of tents we can use for display and registration. We’ll need both. It appears there are several options on line and Bob was asked to research additional options, though all agreed we want something that we will be able to use for several years. We need a 10’ X 20’ tent (or close) that can be used to display children’s art work; the registration tent can be smaller.

Trash: It was clarified that T.R.M. will pick up trash Saturday night so bins will be empty Sunday. We will need to make sure all bins are moved to the curb.

Housing: We are still waiting for a cost for overnight stays but Bob reported that the Balloon Museum is confident they can accommodate artists who wish to stay on Simpson's campus.

Other business: Bob is meeting with the County Supervisors soon to discuss possible projects in the alley adjacent to the county-owned building on Buxton. He pointed out that painting metal (the exterior of the alley side of the building) would be problematic.

Tim moved to adjourn and Justin seconded. APPROVED. The meeting was adjourned at 7:03pm



INDIANOLA PUBLIC ARTS COMMISSION

Minutes

1. Call to Order

Bob Kling called the meeting to order at 7:03 PM. Those present were Justin Nostrala, Hayden Keeney, Monica Weinman, Grant Darrah, Megan Shipley and Bob Kling. Jackie Raffety was also present.

2. Art Festival Planning

a. Committee Updates

i. Volunteers

1. Signup genius

2. Silver Cord opportunity announcement

Justin will share the signup genius link with Monica so that she can add something next week to the high school newsletter announcements to be ran daily until school is over.

Grant will send out an email to everyone who signed up to receive notifications from IPAC asking them to volunteer for the festival. He will also post something to the Art Festival Facebook page to recruit volunteers.

Justin will look at service organizations around town and email them the link for volunteers.

ii. Security

1. Approval of company and expense

Justin has contacted a security company that can work 9 PM – 8 AM for \$385. It was approved to move forward with executing the contract. Justin will reach out to the company and have them send the contract to Jackie.

iii. Entertainment

1. Approval of acts and expenses

Hayden has received the list of pianists/piano teachers and will begin contacting them to play on Saturday.

A flute quartet can play from 12:30 – 1:20 on Sunday for \$100. The consensus was to hire them.

Bent Pipe band can play on Sunday from 2-4 (two 50 minute sets) for \$300. The consensus was to hire them.

Hayden is still looking for entertainment on Sunday from 10 – 12:30.

iv. Advertising/Marketing Plan update

Grant will start scheduling posts to social media, make a booklet, and make signs that Parker Signs will be asked to print.

A discussion was held on maps and whether we need to print some for the public. It was suggested to have a QR Code that leads to a map.

Jackie will upload applications for Grant so that he has access to pictures of artists' work.

There was discussion on posting the event on other websites, such as the Chamber, Catch DM and Bravo.

v. Signs/Banners

Monica will need a banner for the student art tent and a poster for the festival to promote the students. The poster will be needed soon. The Fire Department has a tent that we can use for the student art tent.

vi. Other Items

1. Approval of expenses

It was decided that July 1 will be the deadline for sponsorships so that banners and booklets can be created. The sponsors will be listed on T-shirts, so those need to be created too. Grant will donate those. Megan Shipley left the meeting.

Jackie will reach out to food vendors about coupons for the sponsors.

3. Upcoming Project Discussion

Bob provided an update on the alley project idea – the county is not sure if they will continue to own that property; the other building owner, Grant McGraw, is okay with art being installed on his building. The county building will need to have something that can be fixed to the siding. Bob suggested finding a lighting artist, and has done some research on artists in the area.

Grant suggested using the Art Master Plan and creating balloon strips/quilt with lighting behind it to look like a flame. The balloon and light would tie-in to Wonder on Buxton. Hometown Pride has asked Bob to meet with them and others on the Wonder on Buxton project.

Grant suggested that the open space in the Indianola Wellness Campus (YMCA) could be used as a gallery space. Bob stated that they did have a display there at one time and may still have the hardware to hang items.

It was noted by Bob that Tim had shared an idea to work on adding art to trail entrances and/or along trails. He mentioned that IPAC could create a proposal asking the city to include a portion of building funds to the arts.

4. Agenda Items for Future Meetings and Special Meeting Dates

It was decided that the next meeting will be June 22 and the need for special meetings will be discussed at that time. Monica noted that she will be on vacation then but will share an update on her committee items prior to the meeting.

5. Adjourn

The meeting was adjourned at 7:52 PM.

Indianola Public Arts Commission
Meeting Minutes – Thursday, April 27, 2023
Gazebo, Buxton Park Indianola, IA

Members Present: Grant Darrah, Tim Wilson, Justin Nostrala, Hayden Keeney

Also Present: Jackie Raffety

Grant called the meeting to order at 6:04 p.m.

There were no minutes to preview.

It was noted that with Megan's resignation, we have a vacancy. Grant or Jackie pointed out that the terms of Bob and Monica expire this month.

Updates on Festival Planning

Entertainment/Hayden: Entertainment schedule is tentatively complete but waiting on a few confirmations. Several have inquired about access to electricity. It appears we will have three places they can connect. Rock band will set up on far north of park.

Site Logistics/Jackie: Parks and Rec has several games we can use but need help with transportation as they will be short-handed and priority will be to get the street barriers and sound system, tables and chairs set up. Grant is looking into getting access to a truck to help. The 9 food trucks will all be on Girard Ave. TRM will empty trash and kybos Saturday night.

Sponsors/Tim: Sponsorship update was provided by Jackie this week; Copper + Fringe was a late addition but all felt it was important to add them to the graphics. Reminder that we promised sponsors vouchers for meals from the food trucks. Jackie will let trucks know. Grant will develop vouchers. Tim will get in contact with sponsors to get vouchers distributed. \$10 was set as the value of each voucher. Tim will contact the *Indianola Independent Advocate* to let them know we want to run an ad (promised to the sponsors) and encourage them to do a story promoting the event. He will cc Grant, who will provide the art and copy.

Volunteers/Justin: Volunteer recruitment has had very limited success despite his reaching out to several groups, including civic organizations and churches. He will also contact KNIA and Tim will reach out to Luke Matthews of Luke and Jereny on KIOA to ask them to encourage volunteers. Three shifts for "Booth Sitters" were identified as needing an additional person. All agreed that recruiting will be easier as we get closer to the event. Tim will create a sign-in sheet for volunteers, who will be directed to check in at the registration tent.

Marketing, Artwork/Grant: In addition to our facebook page and city website link, we now have promotions posted on the Chamber of Commerce website and Grant has submitted a post to Catch Des Moines. All are encouraged to share the facebook page with their own contacts. Available on social media are a schedule, list of artists, map, list of food trucks; all accessible with a QR code. Discussion ensued on tee-shirts; the design looks great and we will get enough for all volunteers but not for sale. Lastly, discussion ensued about which balloon artist to engage, since we have a couple of options. We chose Von Von's Balloons, a local who has recently moved to the area and submitted a bid of \$260 for three hours.

The meeting adjourned at 6:40pm.

Indianola Public Arts Commission
Meeting Minutes – Thursday, April 27, 2023
City Hall, Council Chambers, Indianola, IA

Members Present: Justin Nostrala, Bob; (via Zoom) Hayden Keeney, Grant Darrah, Tim Wilson,
Also Present: Jackie Raffety

Bob called the meeting to order at 5:34 p.m.

The 6/27 minutes will be reviewed next month.

Rachel Terlop, a new professor at Simpson, has applied for the vacant position on the committee.

Updates on Festival Planning

Volunteer response still low. We will keep trying new avenues.

Golf cart. Bob had talked to Simpson College (Chris) and we should have at least one. Best to have the cart by 6:45. Want 2 for early on; City's could be back up.

Entertainment: Hayden says entertainment slots are full. She is sending follow-up reminders.

Site Logistics/Jackie: 4 of 6 vendors will accept sponsors' vouchers. Commission OK with paying \$10 for artist lunches one day; on their own Sunday. Need to email map, get packets together. Bob and Jackie will put packets together. Bob will be in park at 1:00 Friday to get booths marked; Tim will help. Others will get signs up that evening or early Saturday. Bob will get balloon festival tickets for artists.

Jackie will contact artists about donations of items for a raffle.

Tim will contact the *Indianola independent Advocate* to let them know we want to run an ad (promised to the sponsors) and encourage them to do a story promoting the event. He will cc Grant, who will provide the art and copy. Justin will send campus-wide email to recruit volunteers.

The meeting adjourned at 5:51pm.