



INDIANOLA PUBLIC ARTS COMMISSION

Agenda

Thursday, August 15, 2024

6:00 p.m.

City Council Chambers

110 N 1st St., Indianola, IA

1. Call to Order
2. Approval of minutes
3. Discussion of 2024 Art Festival and planning of 2025 festival
4. Discussion and direction on Illuminate Indianola
5. Discussion and direction on PorchFest
6. Other Comments
7. Agenda Items and Dates for Future Meetings
8. Adjourn

Indianola Public Arts Commission
Meeting Minutes – Wednesday, June 26, 2024
City Hall Council Chambers
110 N. 1st Street, Indianola, IA

Members Present: Bob Kling, Monica Weinman, Grant Darrah, Tim Wilson

Also Present: Jackie Raffety

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

Committee updates:

- Grant has identified sources for signs. Some of the signs will go up as soon as they arrive in order to publicize the Festival. He and Jackie will coordinate to get the lowest costs. He also reported that marketing items for table/counter display will be delivered soon. Monica will contact Indianola High School students about distributing these.
- Monica will purchase the ribbons for children's art. Jackie has purchased two 8' X 10' tents. Sponsor signs and volunteer t-shirts will be purchased once we finalize sponsors. We won't order as many t-shirts as last year.
- The Commission agreed to again provide a lunch Saturday to each artist. Jackie will contact the caterer used last year. Discussion ensued about sourcing other food, including the possibility of a breakfast Sunday morning. The Groggy Dog, Savor the Rise and Sodexo were identified as possible sources.
- Volunteer sign-up looks good for Saturday but we need more on Sunday afternoon for breakdown.

BRAVO Grant

Tim and Grant shared the timetable for the BRAVO grant a project entitled "Illuminate Indianola." The plan calls for artist/s to be identified by August 1 but the Commission felt that was asking too much too soon and might discourage qualified artists from applying. Discussion on wording of the RFQ ensued. Jackie had found a template that worked with some tweaking. The draft RFQ will be reviewed by the Commission and our consultants but will be posted ASAP. Those interested can submit questions until July 12 with responses being provided by the following week. Applications and letters of interest will be due July 31. Artists selected to submit concepts will be notified by August 9. These artists will be compensated and asked to present their proposals live or via video link the week of September 16. A review committee to include one or two City Council members and a local artist as well as Group Creative will make recommendations.

Porchfest 2024

Maps and a list of artists were discussed. We have four artists confirmed but believe there may be one or two others who have indicated an interest. A goal was set to have two artists/performances for each time slot, which is set for noon to 5:00pm (5 slots) but could be moved to 1:00 – 5:00pm, thus reducing the number of performances from 10 to 8. The group anticipates being able to recruit additional artists from the Art Festival.

Tim asked for thoughts about how to best use the “scavenger hunt” montage of photos featuring art found around the city. Ideas include using it as an online contest in July to promote the Festival or saving it until October which is a month when public art is appreciated.

Jackie reported that Jayme Hansen’s application was being reviewed by City Council and should hopefully be approved at a July meeting.

The next meeting will take place Monday, July 11 at Buxton Park.

The meeting was adjourned at 7:48.

Indianola Public Arts Commission
Meeting Minutes – Thursday, July 25, 2024
City Hall Council Chambers
110 N. 1st Street, Indianola, IA

Members Present: Bob Kling, Jayme Hansen, Tim Wilson, Brian Williams, Justin Nostrala

Also Present: Cassandra Hofer

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

Minutes from the June meeting had been sent but were not available for review so they will be approved at the August meeting.

New members Jayme Hansen and Brian Williams were welcomed.

Art Festival: A review of tasks was conducted to determine any last-minute needs.

- Justin reported that despite his best efforts, we had not confirmed use of any golf carts for transporting artists and work between the parking lot and venue. A couple of sources including the Simpson Alumni Office may still be possible but were not confirmed. Discussion ensued about other sources for borrow or rental. (see vote below) Justin was to pursue possibilities in the morning and enlist help from other Commissioners and the City as needed.
- We have filled entertainment slots for Saturday and have only a couple of gaps in on Sunday, Justin reported. There was no support for the idea of paying a harpist \$250 to fill one of the gaps. He reported there might still be another artist or two who could fill the Sunday slots. Discussion briefly ensued about the fact that some artists are being compensated but not all. Justin requested that in the future, whoever is coordinating entertainment be given a budget and guidance on compensation.
- City staff will deliver the new tents and sandbags on Friday and the games and street barriers on Saturday morning. We are all impressed with the appearance of Buxton Park!
- Monica is tracking down donuts and water for the artists and volunteers from Hy-Vee, picking up the popcorn popper in addition to all the kids' artwork for display. Grant is trying to get coffee for both days.

- Volunteer sign-up looks good for Saturday but we need more on Sunday afternoon for breakdown. We will need to recruit from attendees. Justin is also contacting some Simpson students who are around this summer.
- Security is lined up but for coverage between closing Saturday and 8:00pm. Brian volunteered to cover 4:00 – 6:00pm and Jackie is covering 6:00 – 8:00pm.

A proposal to approve up to \$1,500 for golf cart rental was APPROVED (motion Justin, second, Tim) The Commissioners were hopeful that avoiding costs would ultimately be possible but wanted to cover the possibility of rental if all else failed.

BRAVO Grant: A contract proposal has been submitted by Group Creative

- Bob reported that he had learned of a contract proposal being submitted to the City by Group Creative, based in part on an earlier discussion of a role for them in managing the “Illuminate Indianola” project. It called for a total of \$8,000, which was the amount mentioned in the discussion. The work was broken down in three stages, beginning with \$3,000 for early steps. It was apparent that communications had not been clear in the earlier discussion, at least with regard to the creation of a Request for Qualifications. Tim stated that his understanding was that the Commission, with Jackie’s help, had created and posted an RFQ prior to Group Creative doing their own version. The need for management of the project was not under question but clearly another meeting involving all parties to be involved needs to take place. Bob will arrange that in the near future. From that meeting, necessary clarity and any amendments to the contract will be worked out. City Council must approve any contracts.

Porchfest 2024

Artists have been identified but we still need five more, according to information Jackie provided. Recruitment will be discussed at the next meeting. The possibility of having to cancel or at least scale back the event was acknowledged.

The next meeting will take place Thursday, August 22 at 6:00pm in Council Chambers. A special meeting with Group Creative and City officials may be called in the meantime.

The meeting was adjourned at 7:20 (motion Justin, second Brian).