

**Minutes of the Jasper Community Arts Commission
City of Jasper, Indiana
June 5, 2018**

The regular meeting of the Jasper Community Arts Commission was held at 4:30 p.m. on Tuesday, June 5, 2018, in the Council Chambers at Jasper City Hall. Roll call was held with the following **Commission Members Present:** Darla Blazey, Jay Hamlin, Becky Hickman, Mike Jones, Linda Kahle, Gary Moeller, Kent Reyling, Beth Seidl, Pat Thyen, & Selena Vonderheide. **Commission Member Absent:** Sherry Monesmith. **Staff Members Present:** Kyle Rupert, Doreen Lechner, Corina Mack, Emily Peak, & Liz Book. **City Attorney:** Renée Kabrick. **Guests in attendance:** Dean Vonderheide and Christine Golden. The Pledge of Allegiance was recited.

Approval of Minutes

Pat Thyen moved to approve the minutes of the May meeting. **Selena Vonderheide** seconded. Motion passed 10-0.

City Financial Statement

Linda Kahle moved to approve the claims as presented. **Gary Moeller** seconded. Motion passed 10-0.

Director's Report/Performing Arts

Kyle reported:

- Early registration for APAP booking conference is now open. The conference will be held the first week in January in New York City. The registration fee is \$795 and airfare would cost around \$250. **Gary Moeller** made a motion to allow Kyle to attend APAP booking conference in New York City. **Beth Seidl** seconded. Motion passed 10-0.
- In May Kyle was approached by the Indiana Arts Commission about applying for a cultural district designation. He met with Darla, the Mayor, and representative of the IAC to discuss the possibility of Jasper applying. Applications are accepted every two years. The district would involve physical assets in a defined area. The thought is that Cultural Center and Astra Theatre would be part of the district. At this point he feels it is premature to apply since the Cultural Center is not complete, and he would like to apply two years from now. Kyle and Darla will travel to Madison, Indiana which had established a cultural district to discuss with them the benefits of the distinction.
- After the last meeting Kyle reached out to a contract cleaning service to possibly fill the vacant custodian position. There was one company that could possibly fill the needs of the Arts Center but they were not accepting new clients. After that discovery he began the hiring process and a conditional offer will be made on Friday for a new custodian.
- The season guides were mailed in the last week. The subscription renewal deadline is June 29th, and new subscription can be made beginning July 2nd. Individual tickets will go on sale on August 1st. Last Friday patrons were already calling about wanting tickets for *Mark Chesnutt & Joe Diffie*. He reported that a couple of patrons who had series tickets last year decided to upgrade to the grand package, and several others who did not have series tickets last year decided to buy. The Board commented on how great the bright and colorful design turned out. Kyle commended Ewing Printing for designing a great season guide.
- At the last meeting the Board made a suggestion that it would like to see the Strategic Plan layout changed to mark the completion date with a specific time frame, not the year as was done for previous plans. The Board liked the changes to the layout, and Kyle will present a completed plan with deadlines at the next meeting. He reminded the Board that the current plan runs through 2018.
- Kyle presented information regarding plans to develop Corporate Sponsorships Program which is not uncommon for arts organizations. For the past several years, the only sponsorships have been for ticket stock. The proposed plan would be to send letters to potential sponsors. Those that chose to sponsor a program or series would receive benefits that were laid out in the plan. After discussion about where the funds would go, it was decided that Kyle should first speak with Clerk/Treasurer, Juanita Boehm, to discuss the options available. He will report his findings at the July meeting.

- Next month the Dubois County Art Guild celebrates its 50th Anniversary. He would like to invite the Guild to the next meeting to be recognized. It was suggested the perhaps the Mayor could issue a Proclamation.
- At the Strategic Planning meeting in February, the idea was brought up that an Arts App should be developed as a possible expansive of the “What in the Arts” information that is sent out weekly. Kyle found an email for *Instant Encore*, an app developer for that works with other Arts Centers. He gave some background information about the company and an overview of how the app would work. The developer would handle the hardware and software components of the app but JCA would be responsible for the content and ultimate design. There would be a onetime setup fee and then an annual fee. The rep thought that the annual license fee for Apple could possibly be waived because JCA is a government entity. If that is accurate the total cost for the first year would be \$999. After discussion that Board decided to table the app decision until the next meeting so Kyle can answer their additional questions and further research the company.

Building and Structure Report

Doreen reported:

- The Boca ticket printer has been installed. She recommended trashing the old ticket printer as it no longer works with current operating software. **Mike Jones** made a motion to trash the old ticket printer. **Linda Kahle** seconded. Motion passed 10-0.
- The new door software and hardware has been installed. Initially the system worked but has since had issues. She is working with Astro to resolve the issues.
- Doreen has ordered the new stage draperies, and they should arrive in the next couple of months.
- She is in the process of getting quotes for the stage refinishing.
- Doreen gave a report on the building. She wanted to give the Board an update on the things that have been handled in house that had not been reported at previous meetings.
 - The chiller continues to have issues. It was installed in August of 1999 and within two months already needed repairs. Since its installation over \$22,000 has been spent on repairs. It needs to be replaced; the cost in 1999 was over \$70,000 she estimates a new one would be over a \$100,000.
 - Repairs have been made to the HVAC systems, air handlers, and compressor units for heating & air conditioning in the Community Room. The hot water circulating pump and power motor have also been replaced.
 - The HVAC system in the Gallery is 30 years old and is recommended to be replaced after 15 years.
 - The finishing of the stage floor will hold off the full replacement for a few years.
 - There continues to be issues with drainage on the property, and a drainage pipe has collapsed under the outside backstage stairs, and this allows water to get into the building during heavy rainfalls.

Mike thought it might be a good idea to bring back the Building and Structures Committee to allow greater insight into the current building’s issues, and he thought it might be a good idea to include a few members from the community.

- Doreen reported that she will be out for eight weeks while she recovers from surgery. The Board wished her well and hopes she has a quick recovery.

Becky Hickman left at 5:23 PM.

Visual Art Report

Emily reported:

- Pamela Hignite Deaton will be featured in the Gallery for the month of June. The show was hung last week and a Reception and Gallery Talk will be held on Friday from 5-7 PM. After speaking with the artist it was decided that the lighting should be darker than normal to reflect the sculptures natural materials.
- Entries for the Juried Art Show are still being accepted.

- ARTventures workshops begin this week, with the majority of workshops starting next week.
- Plein Air Event will be held again this year with a few changes from previous years. It will be a one day event and the Quick Draw part of the event will not take place. The event will be held during Strassenfest weekend at the newly opened Parklands. She hopes the new time and location will increase attendance.

Education Report

Donna reported:

- The Kennedy Center partnership agreement has been updated.
- Kyle and Donna both attended the Greater Jasper Consolidated School Board meeting to give them an update on the Kennedy Center partnership.
- Judy Klebins presented professional development and storytelling workshops for teachers and students in early May.
- Donna is in the process of scheduling time with each of the Jasper Principals to go over the programs that are scheduled for 2018-2019 school year.

Project Coordinator Report

Corina reported:

- Last month Emily and Corina hosted a rock painting event for the Huntingburg Housing Authority. They will host another painting event at Redemption Christian Church this month.
- She reported that Chalk Walk went well, and the numbers were roughly the same as last year. She thanked the generosity of the community for items donated for the bags. Papa John's donated enough coupons that each registered participant received a free pizza. Corina thanked Emily for coming up with great craft ideas that tied in with the "*Wizard of Oz*" theme. For the first time participants were given the opportunity to give feedback through Corsizio. She reported resident artist, Andrea Light, traveled from Indianapolis to participate in the event and completed a detailed rendering of Dorothy and Toto. This was also the first year that businesses that volunteered were able to wear their business' shirts and a button was made to identify them as volunteers. It made it easier to fill the volunteer positions for the 'hands on' activities.

Old Business

- The Next Act – "*The Wizard of Oz*" was a sellout performance. There was also a decent sized crowd for the library event that was hosted on Sunday.
- Cultural Center- The core group will meet this week and they have begun looking at sample materials. Demolition will begin on July 15. The demolition company has 150 days from the date the contract which has already been signed to complete the demolition. The timeline is still accurate at this point.
- LEADs – 'Give Where You Live' is scheduled for October 26.

New Business

- A resolution was brought to the board to address a change to the rental schedule and handling fees. The rental schedule will now include a six hour time block which was requested by several renters and the handling fee was added to include online ticket sales. The resolution will not be official until it is passed by City Council. **Gary Moeller** made a motion to accept the resolution as presented. **Jay Hamlin** seconded. Motion passed 9-0.

Adjournment

Jay Hamlin moved to adjourn the meeting at 5:42. **Beth Seidl** seconded. Motion passed 9-0.

Michael Jones

Attested