

**Minutes of the Jasper Community Arts Commission**  
**City of Jasper, Indiana**  
**May 5, 2020**

The regular meeting of the Jasper Community Arts Commission was held at 4:30 PM on Tuesday, May 5, 2020, via ZOOM Meeting. Roll call was held with the following **Commission Members Present:** Darla Blazey, Emi Donato, Jay Hamlin, Mike Jones, Linda Kahle, Gary Moeller, Sherry Monesmith, Kent Reyling, Beth Seidl, Pat Thyen & Selena Vonderheide. **Commission Members Absent:** None. **Staff Members Present:** Kyle Rupert, Emily Peak, Doreen Lechner, Corina Mack, Donna Schepers & Liz Book. **City Attorney:** Renée Kabrick. **Guests in attendance:** Christine Golden and Mayor Dean Vonderheide. The Pledge of Allegiance was recited.

**Approval of Minutes**

**Beth Seidl** moved to approve the minutes of March's meeting. **Sherry Monesmith** seconded. Motion passed 11-0.

**City Financial Statement**

**Pat Thyen** moved to approve the claims as presented. **Mike Jones** seconded. Motion passed 11-0.

**Public Business**

**Director's Report/Performing Arts**

Kyle reported:

- Kyle gave an update on the upcoming 2020-2021 season. The season guide is almost complete, and he thanked those that have sent him comments and suggestions on the guide's content and design. He has contracts for all of the artists with the exception of *Yogapalooza*. Aquila Theatre was set to perform *Dr. Jekyll and Mr. Hyde* on October 10<sup>th</sup>. This is a new production and with the current limitations, they are unable to meet as needed to produce the show. Their agent reached out to him to ask that the performance be moved to the spring of 2021. Kyle, Doreen, and Liz met to discuss possible dates and identified March 27<sup>th</sup>, 2021, or May 1<sup>st</sup>, 2021. The agent said the March 27<sup>th</sup> date would be best. That would put it between *Southern Fried Chicks* and *Pop Rock Orchestra*. That date would still give enough time to complete the lighting requirements. He asked the board to approve the date change from October 10 to March 27, 2021. The performance would be on the Saturday of spring break but he feels with the targeted audience that the performance would draw that it wouldn't be a problem. **Mike Jones** moved to approve the new date. **Sherry Monesmith** seconded. With that date change it frees up the possibility of *Yogapalooza* being moved back two weeks. It would allow more time to sell tickets and add additional buffer to the season. At this point he hasn't asked the artist but wanted to bring it to the board before reaching out to the artist. Mike expressed that he feels that it is Kyle's call on how he would want to move forward with potentially changing the date for *Yogapalooza*.
- He updated the board on postponements and cancellations. ACT has decided to postpone its summer production of *Matilda* to the summer of 2021. They still plan to present *Escanaba in da Moonlight*; their show was originally postponed to May, but they are looking at other rescheduling dates. Doreen and Kyle are working with the rest of the renters in June and July and how to proceed if they choose to. All renters would be required to follow the Governor's guidelines. JCA is tracking lost revenue and reporting that information to the Clerk/Treasurer's office. Should funds become available, the information would be there. Renée thought additional language or an addendum should be added to the rental agreement which stipulates that renters must comply with health and safety guidelines and that it their responsibility to do so.
- The National Endowment for the Arts (NEA) and the Indiana Arts Commission (IAC) have made funds available. The NEA grant has been submitted, and if awarded, would be for up to \$50,000. A few more documents are needed for the IAC grant, and if awarded, would be for up to \$3,000. Both grants would provide wage assistance and would lessen the financial impact on the department and the City. He will let the board know if JCA receives the grant money.
- He is working with Doreen in creating a plan to cover what best practices would be for the staff to return to work and for when the Arts Center is reopened to the public on June 14<sup>th</sup>. He will let the board know what the plans are.

- He would normally be asking permission to attend the *Arts Midwest* booking conference. At this point he does not know how the conference will be proceeding and will wait until he has more information before going forward.
- Kyle reported that there are a few corporate sponsors for this season. MasterBrand is sponsoring the box office tickets and an individual show. Universal Designs is sponsoring a gallery exhibit. There is a 3<sup>rd</sup> business that is looking into sponsorship. The number of sponsors is down from last year, but this not surprising given the circumstances.
- Kyle requested permission to fill the Event Coordinator position. Corina has decided to step down after ten years in the role. Kyle thanked her for all of the work she has done. She will stay on through Chalk Walk and her last day will be June 12<sup>th</sup>. **Kent Reyling** made a motion to begin the hiring process for an Event Coordinator. **Gary Moeller** seconded. Motion passed 11-0.

### **Building and Structure Report**

Doreen reported:

- She is still working on rescheduling a few events that Kyle had mentioned. Everyone she has reached out to has been very understanding and gracious.
- She is working developing a plan and sourcing materials for the Arts Center reopening. She is having trouble sourcing materials and is having to identify new vendors. She is looking for sanitizing wipes and a solution to sanitize fabric for use in the auditorium.
- New Technical Assistant Levi Lowe completed his initial training the day before the Arts Center was closed. She is working with him to set a time to continue his training.
- After the March meeting a request for bids to address drainage issues at the Arts Center were drawn up and sent out by City Engineer Chad Hurm. The bids were due before the April board meeting that was cancelled. At that time the Board of Public Works was still meeting and the bids were opened there. Knies Construction was awarded the bid totaling \$11,573 and work will begin shortly.

### **Visual Arts Report**

Emily reported:

- She informed the board the *Youth Art Month* was cut short. The middle school artwork was delivered but was not hung.
- The artists for April, *Amy DeLap & William Kolok* have been moved to August. They will be taking one of the two months that the Art Guild has. The May artists, *Michael McAuley & David Stratton* have been moved to December and will take the place of the *Visual Arts Committee Exhibit*. The VAC will have more time to exhibit in the new space. She also asked about the June exhibit. Since the Arts Center is closed to the public until June 14<sup>th</sup> it would cut down the length of time people would be able to view the exhibit. The artist, *Brett Anderson* is a printmaker from Evansville, and his work is large and could potentially be moved to the new galleries in June or July of next year. The other option would be to move his exhibit to September and scrap the Juried Art Show. Mike let Emily know that would be a decision that could made internally.
- The artists for 2021 were sent to the board before the meeting. After much planning it was decided that the exhibits would be two months long and each artist would have his/her work displayed for roughly 7 weeks. That would give Emily a week to a week and half to pack, ship, and hang a new exhibit. Once approved, she will start sending out the contracts. **Linda Kahle** made a motion to accept the 2021 artists as presented. **Beth Seidl** seconded. Motion passed 11-0.
- She will continue the Emily and Mia art projects and activities from home for the foreseeable future.
- The *Jasper Mayor's Youth Leadership Council* is working on a mural project and Emily and Corina have been assisting them. To find out who was selected "like" them on Facebook. The Mayor thanked the Leadership Council and the Arts Department for their help in launching this project.
- She sent the *ARTventures* schedule to the board. She did a lot of research to figure out the logistics of having classes in person versus virtually. The schedule she gave the board would work for either setup but would require a few tweaks. For virtual classes a Zoom link would be sent after the participant has paid. Some classes are 30 minutes and others are two hours to allow

more time for critique and to edit their works. Mike doesn't think it is feasible to hold in person classes with the guidelines in place and to follow the Governor's orders and thinks holding classes virtually would be the best option. He also mentioned that it may be best to wait until after the City goes through the reopening plan to make sure all departments are on the same page. Emily said she would let the board know what the plan is.

### **Education Report**

Donna reported:

- The last two school shows for the school year were cancelled, and she is working with Kyle on rescheduling those for next school year.
- The last two *Crossroad* events were cancelled. The partners had already received 90% of the grant funding and Indiana Humanities has made an exemption for rescheduling the programs. There would be a possibility of presenting the programs outside of the grant. She will still need to complete and submit the budget and grant report to Indiana Humanities.

### **Events Report**

Corina reported:

- With the new guidelines that have been established, festivals like *Chalk Walk* cannot take place before June 14<sup>th</sup>. At this point only two participants have signed up and no vendors have committed. September 12<sup>th</sup> was thrown out as a potential reschedule date, but there have been many activities that have been pushed back to September. She suggested either cancelling the event or moving it online. The online event would invite the public to create a chalk mural from a personal safe space, submit a photo via email, and then the photos would be posted to Facebook. The public would have a week to vote before the winners would be announced. There would also be an option of holding a chalk drive-thru similar to what the Parks department did for their tree giveaway. Papa John's has agreed to sponsor the event as in years past, and there could potentially be co-hosts on Facebook for the event. Emi sent a letter out in early March requesting donations for the Chalk Walk bags. She didn't think it was a good idea to reach out to local business while they were closed. The online event would be free and would be promoted through media releases, social media, and the JCA website.
- She outlined how the event will proceed. Participants will be limited to one entry per person and the deadline to submit will be May 29<sup>th</sup>. The photos will be uploaded to Facebook on Monday, June 1<sup>st</sup> and people will have through June 5<sup>th</sup> to vote. One "like" equals one vote. The winners will be announced on June 6<sup>th</sup>. Five categories have been established – four by age plus a family category. Winners will receive Greater Downtown Jasper Business Associates gift cards. First place will receive \$75, second place \$50, and third place \$25 for a total of \$750. The Merchants have agreed to provide the cost of half of the gift cards since they would have spent that amount on their portion of the bags. For the chalk drive-thru there are boxes on hand that are a different than what is typically ordered. The chalk will be available on a first-come first-served basis. Earlier there was discussion of whether or not to have a theme. It was decided that it would be open ended for people to express themselves creatively and not be limited. Submissions will be accepted as soon as the information was made available. The board agreed that the event should proceed remotely.

### **Old Business**

- The Next Act – Jay reported the Next Act board last met prior to the newest guidelines being released. They are reaching out to their artists that they have booked and will evaluate how to proceed. A few of their events have been postponed to later in the year. At this point they are in a holding pattern until they meet next week.
- Thyen-Clark Cultural Center – Kyle reported that construction is coming along and is on time and on schedule. The weather has allowed construction to move ahead of schedule. He walked the site earlier in the week and the wood cladding is starting to be installed along the black box. He noted that it gives a great preview to what the finished building will look like. He encouraged the board members to meet with him to tour the site. Work is being completed to install retaining walls due to how high the building site is. The clearstory windows are being installed. Drywall is continuing to be installed

and the plumbing rough ins and water and gas service is being established. Kyle is continuing to work on internal documents on how the building operates.

### **New Business**

- Prior to the board meeting Kyle sent everyone a copy of the proposed rental rates for the cultural center and a draft of the operating policies for the arts wing of the building. Months of research and staff and committee meetings were held to gather information on rental rates and brainstorm how the building would ideally operate. He informed the board that the policies that are being suggested are not set by ordinance but the rental rates are. He would be looking for a recommendation from the board to the city council to create the rental rates by ordinance. The rates were determined by looking at other venues in the community and other venues that are like the new space too. Another consideration was the rates, amenities, and price per square feet for other venues. One of the biggest concerns with the rates was not undercutting private businesses. The atrium would be managed by the Arts and the staff would work with library in regards to the calendar of events, and if someone wanted to add meeting rooms to their rental. As with all things communication and collaboration are key. Kyle stressed that it is important to understand what the renter is looking for with the rental as some spaces lend themselves to different types of events than others. **Mike Jones** made a motion to recommend the Cultural Center rental rates to the City Council. **Pat Thyen** seconded. Motion passed 11-0. Kyle informed the board that rentals would start in 2021. He has already had a few potential renters reach out to him. Once the building is open there will be limits to the number of dates per month that rentals would be available. Renée informed everyone that fees, once approved by City Council, have to be published before they take effect. Kyle also let the board know that the facility lease agreement for Cultural Center was modeled off what the agreement looks like for the Arts Center and with what the agreements look like for the Parklands so there is consistency across city departments. Some items have been clarified with how deposits, cancellations, and outlining the renter's responsibilities. Renée would like to add an addendum that would add language about following government guidelines and social distancing requirements.
- With the creation of the Cultural Center rental rates, Kyle thought it was a good time to review the rates for the Arts Center. A few years ago they were updated to allow for the rental period to be extending by 2 hours. There haven't been any major changes since 2010. The proposed rates would keep discounting between the different renter categories - the same across the different areas of the Arts Center that are available to rent. A few other changes were made to the equipment rates and eliminating outdated technology. Gary mentioned increasing the Bösendorfer piano rental to \$150. Kyle explained that the piano is not tuned prior to the rental and the few times the piano is rented would be for arts non-profits. There were concerns that raising the cost would be prohibitive and there is no other piano option on that level of the building. With the explanation given Gary was fine with leaving the rental rate as proposed. **Sherry Monesmith** made a motion to recommend the Arts Center rental rates to the City Council. **Linda Kahle** seconded. Motion passed 11-0.
- Kyle informed that board that the season announcement, guide, and ticket renewal deadline has been pushed back a month. Season ticket renewals will take place in July, new subscriptions in August, and individual tickets will go on sale in September. The timeframe is similar to years past just a month later.

### **Adjournment**

**Gary Moeller** moved to adjourn the meeting at 6:09 pm. **Kent Reyling** seconded. Motion passed 11-0.

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**Michael Jones**

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**Attested**