

**Minutes of the Jasper Community Arts Commission
City of Jasper, Indiana
February 7, 2023**

The regular meeting of the Jasper Community Arts Commission was held at 5:30 PM on Tuesday, February 7, 2023, at Jasper City Hall Council Chambers. Roll call was held with the following **Commission Members Present in Person:** Jasmine Bosler, Emi Donato, Corie Eckerle, Bibianna Green, Jay Hamlin, Linda Kahle, Heath Kluemper, Beth Seidl, & Selena Vonderheide. **Non-Voting Student Representative:** Abby Kidwell. **Observed Remotely via Zoom:** None. **Commission Members Absent:** Darla Blazey & Pat Thyen. **Staff Members Present:** Kyle Rupert, Emily Peak, Doreen Lechner, Casey Uebelhor, Eric Herndon, & Liz Book. **City Attorney:** Renee Kabrick. **Guests in attendance:** Mayor Dean Vonderheide and Jane Chambers. The Pledge of Allegiance was recited.

Approval of Minutes

Jasmine Bosler moved to approve the minutes of January's meeting. **Emi Donato** seconded. Motion passed 9-0.

City Financial Statement

Heath Kluemper moved to approve the claims as presented. **Beth Seidl** seconded. Motion passed 9-0.

Old Business

- Kyle updated the board on the Jasper Arts Center Lobby remodel. A construction progress meeting was held this morning with Universal Design Associates and Jasper Lumber Company. Kyle showed the board photos of the construction progress. He presented three change orders for the project: repair to electrical conduit that was cut when the new drain line was installed for \$3,275; removal and reinstallation of a wall hydrant for \$1,200; and credit for \$1,750 for different faucets. **Jay Hamlin** made a motion to approve the change orders as presented. **Corie Eckerle** seconded. A discussion was held if Jasper Community Arts should be responsible for the cost of repairing the electrical conduit that was cut since the contractor was responsible for the damage. The board asked Kyle to look into why JCA was billed for this cost. **Jay Hamlin** and **Corie Eckerle** withdrew the motion until there is an answer about the conduit charge. **Linda Kahle** made a motion to table the change orders. **Jasmine Bosler** seconded. Motion passed 9-0. The lead time on a couple of items is causing delays in completing the project. The installation of the tile will begin February 28 and will take approximately three weeks. There are several events that will need access to the lobby restrooms and the contractor is looking into what options might be available. The restroom partitions will not be delivered until this summer. The standard lead time for the partitions is 8-12 weeks, and the partitions for the project have a 24-week lead time. The building design committee was unaware of the extended lead time. The new doors leading into the auditorium are fire-rated and will not be in until early summer. The next progress meeting is scheduled for early March.
- Kyle is still working on the new strategic plan. The board will have the opportunity to review it before it is shared on JCA's website. He hopes to have the finished plan in place by July.

New Business

- The 2023-2024 Corporate Sponsorship Guide was presented to the board. The program was started in 2018 as a way for businesses to sponsor a portion of JCA's programming. No changes were made to last year's plan. The information will be sent to local businesses and will be posted online. All pledges are due by late April. **Bibianna Green** made a motion to accept the Corporate Sponsorship Guide as presented. **Heath Kluemper** seconded. Motion passed 9-0.
- Kyle presented three shows for the 2023-2024 performance season that were preferred by the Performing Arts Committee. A Main Stage show in September, a Backstage show in November, and an Astra show in November. **Beth Seidl** made a motion to approve the shows as presented. **Heath Kluemper** seconded. Motion passed 9-0.
- Kyle presented JCA resolution 2023-1 which would change the job title for Doreen's position from Facilities Manager to Technical Director/Facilities Manager. With her upcoming retirement, the change in job title should make attracting the right candidate easier and is a better representation of the job's responsibilities. **Heath Kluemper** made a motion to approve Resolution 2023-1. **Jay Hamlin** seconded. Motion passed 9-0.
- Kyle asked for permission to seek quotes for the 2023-2024 season guide. **Corie Eckerle** made a motion for Kyle to seek quotes for season guides. **Emi Donato** seconded. Motion passed 9-0.
- Doreen informed the board the City auction is coming up. There is a tallescope (upright ladder) that has been used once since the Arts Center lift was purchased in 2000. It is taking up space that is needed backstage. She asked for

permission to remove asset #101084 from inventory. Linda Kahle made a motion to remove the telescope from inventory. Bibianna Green seconded. Motion passed 9-0.

Director's Report/Performing Arts

Kyle reported:

- The annual report was sent to the board after the last meeting. He shared a few highlights from the report. Ticket revenue came back to pre-pandemic levels. Rental revenue was also at a record high. Total revenue for 2022 exceeded 2021 if the Mellencamp artwork sales are excluded. Artist fees and utility costs have increased. The buildings have been open to the public for 343 days and there have been 440 activities. Over 54,000 people have taken part in JCA programming or used its facilities.
- Kyle shared the usage metrics for the month.
- Ticket sales are a little bit ahead of last year. *Invoke* performed as part of JCA's Backstage Series. The group held an outreach activity for JHS Choir and Band students and was a great opportunity. The performance was well received, and 97 people were in attendance. The Acting Company presented *The Three Musketeers*. It was a good performance. Kyle thanked Jasmine, Bibianna, and Corie for their assistance with the performance. He did not hear any complaints about the restrooms not being available in the lobby. Patrons received an email and letter informing them of the situation. *Royal Wood* will perform at the Astra on February 18. Robin *Spielberg's* Backstage Series performance is sold out. She will perform at Kimball International as part of her outreach, and Kyle is working on two other opportunities.
- Kyle submitted a National Endowment for the Arts grant application to cover the fees for the Backstage Series. He has yet to hear if the application was approved. Should it be approved, it will free up funds for other activities.
- The Indiana Arts Commission announced changes to its operational support grant program. Previously, all that applied were awarded funds. The new program breaks the organizations into categories based on the budget size and a certain percentage of organizations will receive funds. In the bracket that JCA falls into only 64% will be funded.
- Kyle was contacted by the Simons Foundation about submitting a grant application for a project that will fuse the arts and sciences for those that are in the path of totality for the 2024 solar eclipse. He is working with Casey on ideas of what the project should be. The first portion of the grant would be \$10,000 and would go toward the design and creation of a team that includes, scientists and artists. The final grant would be for up to \$200,000.
- The Michaelangelo exhibit is still in the works. He is working with Clerk/Treasurer Kiersten Knies on the logistics of how to access the funding for the exhibit.

Building and Structure Report

Doreen reported:

- She thanked those that volunteered for *The Three Musketeers*. Some changes were made to the schedule once the company arrived, and she thanked everyone for their flexibility.

Visual Arts Report

Emily reported:

- *Todd Matteson's* exhibit is open. He is a ceramic artist from Evansville. He will be at every First Thursday while his exhibit is open to give a gallery talk. Emily is working with him to schedule workshop opportunities. *Honoring Tom Schum* and *Marcus Green's* exhibits will be opened through the end of the month. *Youth Art Month* will feature work from local high school and elementary students. The exhibit will open in March and will only be a month long.
- *SOUP-Port the Arts* is a community fundraising event with proceeds to benefit public art in Jasper. The fundraiser is in partnership with the Heart of Jasper. The cost is \$25 per person and includes a hand-thrown ceramic bowl, soup, bread, and dessert. Emily thanked Monte Young and Steve Poehlein for their work spearheading the throwing of the bowls. Registration is open online, and the event is April 23, from 12:00 – 2:00 PM.
- The Call for Artist deadline is March 12. Those that are interested can register online. The Visual Arts Committee will meet at the end of March and those that are accepted will be notified in April.
- There are several clay workshops coming up, and registration is open online.

Event Report

Eric reported:

- In January there were three Atrium rentals and two Black Box Theatre rentals. He has fielded multiple phone calls and emails and given multiple tours over the last couple of weeks. There have been several new corporate events and wedding receptions that have been booked. He commented that the website is a great starting point for information for potential renters. After every Atrium rental, a feedback survey has been sent out. Multiple people have commented that it is not enjoyable having to clean up after their event. Eric is reaching out to a few commercial cleaning companies to get pricing. It is yet to be determined if it would be an add-on cost or if the rental fee would be increased to cover the cost.
- The first weekend in March will be extremely busy. There are three separate Atrium rentals scheduled. OFS will be renting various areas of the building for the week to complete a photo shoot.
- He has started planning for the 20th annual Chalk Walk. The event will be held on May 20th at the Thyen-Clark Cultural Center. An email has been sent to those that volunteered last year. Eric asked permission to seek quotes for Chalk Walk t-shirts. He doesn't anticipate the cost exceeding the \$3,000 threshold that necessitates seeking quotes but he wanted to be prepared in case it's needed. **Beth Seidl** made a motion to give permission for Eric to seek quotes for Chalk Walk t-shirts. **Linda Kahle** seconded. Motion passed 9-0.
- The Beehive Arts Market will be held on September 30 from 8:00 AM – 5:00 PM.

Education Report

Casey reported:

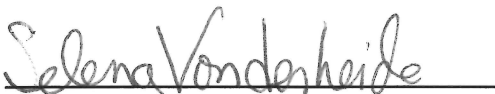
- The Invoke outreach went really well, and the artist was very complimentary of the band and choir students.
- She hosted a Homeschool Connections activity in partnership with the Library.
- There is a school field trip planned for this spring for kindergarten students.
- *Kuniko Yamamoto* will perform for students in grades 3-5. Casey is looking for volunteers to help usher the students to their seats. There are three performances scheduled.
- There are several workshops that are offered this spring. Avon Waters will be offering a pastel intensive that is geared toward those that are familiar with the medium. The all-day workshop will be held on April 22.
- Starting in March there will be open studio drawing sessions on Thursday evenings. She is contracting a facilitator for three months to lead the sessions. The cost will be \$5 per session and will be good practice for both amateur and professional artists.
- She is meeting with instructors to discuss the summer camp and summer workshops.
- Casey is still working on the school shows for next school year.

Public Business

- Kyle thanked the staff for their efforts and how they are able to adapt and succeed with all that is asked of them.

Adjournment

Emi Donato moved to adjourn the meeting at 6:32 pm. **Jay Hamlin** seconded. Motion passed 9-0.



Selena Vonderheide



Attested