

**Village of Algonquin  
Public Arts Commission  
Meeting Minutes  
William J. Ganek Municipal Center  
Administration Conference Room  
September 28, 2017 7:00 p.m.**

***AGENDA ITEM 1: Roll Call and Establish a Quorum***

Mr. Mason called the meeting to order at 7pm. Members present were Chairperson Miller and Commissioners Kukreja and Foster. Members absent were Sapeta. A quorum was present.

***AGENDA ITEM 2: Approval of Minutes***

Commissioner Kukreja made a motion to approve the minutes of the August 17, 2017 meeting, seconded by Chairperson Miller, motion was approved by voice vote.

***AGENDA ITEM 3: Public Comment***

None

***AGENDA ITEM 4: Art on the Fox***

The event coordinator Julie Farris, JMF Events participated via conference call, to discuss preliminary logistics for her production of the art fair in 2018 from her new home in North Carolina. Mr. Mason explained Ms. Farris would still be on-site in Algonquin for the weekend of the art show and is willing to call or Skype in to commission meetings leading up to the event. Staff stated commission members will need to take on a larger role recruiting artists and sponsors, as event expenses have regularly exceeded revenues by a few hundred dollars each year and Ms. Farris will no longer have a physical presence in the area to stop by and visit with a business prospect herself.

Ms. Farris explained she is willing to coordinate next year's event and reiterated that a couple commission members will have to take the lead on recruiting new sponsors. She noted that she will make efforts to retain the 2017 sponsors, and suggested the commission's goal should be to attract \$2000 in additional sponsorship revenue for 2018. Commissioners Miller and Foster agreed to work together as liaisons to the business community. Village Staff and JMF Events will prepare a sponsorship packet and form letter for the commission to use, as well as a list of potential candidates to start reaching out to later this fall. Mr. Mason will also see if a general email account can be created for the Arts Commission's use when contacting businesses and/or receiving applications and inquiries.

There was agreement from the commission to organize another art contest next year, similar to the ceramic sailboat design contest that was coordinated through Handmade on Main in 2017. The commission suggested reaching back out to Handmade on Main first to see if they would be willing to participate again, as well as help secure their own sponsor to offset some of the costs for setup and prizes that the event had to absorb in year one.

Mr. Mason reviewed the 2017 artist jury and booth fees, and suggested the commission consider whether to adjust the rates for next year. In particular, he indicated that the artist application

process could be greatly streamlined by allowing artists to pay their booth fees online via credit card, rather than requiring the fees be mailed in as a check. To cover the small credit card processing fee, Staff suggested a modest increase to the booth fee which is currently \$135. The commission agreed to keep the jury fee rate at \$20 and increase the booth fee from \$135 to \$150.

Other roles the Arts Commission agreed to take the lead on included coordinating the kids activities and recruiting more volunteers. Commissioner Sapeta helped start volunteer recruitment efforts in 2017 and will be asked at the next commission meeting if she would be willing to do so again next year. Commissioner Kukreja offered to head up planning for the kids activities.

***AGENDA ITEM 5: Public Art Program***

The commission agreed to arrive prior to the start of the October 19 open house reception, to determine the Best of Show winner to receive the inaugural Kenneth Webster memorial award. Chairperson Miller will contact Mr. Webster's wife to try and arrange for attendance at the open house reception. Commissioner Foster suggested the village post the open house reception as a Facebook event on its social media page.

***AGENDA ITEM 6: Other Business***

The next commission meeting will be November 16 to continue to plan for the 2018 Art on the Fox event. Mr. Mason noted several new members will likely be joining the commission soon and he will prepare a calendar of 2018 meeting and event dates to distribute to members in November.

***AGENDA ITEM 7: Adjournment***

The meeting was adjourned at 8:55pm.

Respectfully Submitted,

Benjamin A. Mason, Senior Planner