



Hamilton

**MINUTES
ARTS ADVISORY COMMISSION**

March 28, 2017

4:00 p.m. – 6:00 p.m.

Visitor Information Centre

Lister Block, 28 James Street N.

Chair: Monika Ciolek Recorder: Christine Vernem

Present: Elena Balaska, Christine Braun, Sara Dickinson, Patricia LeClair,
Peter Malysewich, Ray Rivers, Kyle Skinner, Ken Coit (Staff)

Absent with

Regrets: Councillor Sam Merulla, Councillor Donna Skelly

1. CHANGES TO THE AGENDA

Addition to the agenda:

5.3 Budget Update

2. DECLARATIONS OF INTEREST

There were none.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1 Arts Advisory Commission Meeting Minutes, dated January 31, 2017
Patricia proposed one change to the minutes.

Moved: Peter Malysewich Seconded: Elana Balaska

THAT the minutes of the Arts Advisory Commission meeting of January 31, 2017 be approved as amended.

CARRIED

4. CONSENT ITEMS

There are no consent items.

5. PRESENTATIONS

5.1 2017 Arts Awards Update (K. Skinner)
Kyle reported that Jeremy provided updates at the last Arts Awards meeting concerning the floor plans. There will be considerable multi-media content at the event this year due to the library facility and the equipment available. A number of local artists will be involved and Alisha Townsend is being approached by Jeremy for Green Room photography.

Jeremy and Kim are coordinating the juries for each medium to ensure the correct mix. Nominees are being given tickets for themselves and a guest and the tickets will not be made public until mid-May when capacity is better known.

ACTION: All members are to 'Save the Date' of June 7th for the Arts Awards.

- 5.2 Update on Big Picture Event from Sub-Committee (S. Vegh/K. Coit)
Presently there are 119 registrants for the Big Picture. The composition of the panel is confirmed.

Stephanie walked members through the events of the day. The topics for the proposed roundtable will include: Arts funding, Sustainable Living, Audience Outreach, Creative Space, Arts Events, Art in the Public Realm (6 total).

- It was agreed that the topics could be conveyed to participants via social media as well as Eventbrite prior to the event.
- Volunteers will be required to change table signage throughout the day.
- City staff will provide facilitators with instructions to guide them in reaching consensus items.
- Ken stressed that as this is an AAC event members should be visible at the start of the day.
- Members agreed that Sarah, as a member of the Big Picture Event Subcommittee, would provide opening remarks and that Kyle, as Co-Chair, would provide closing remarks and direct participants outside for the big picture.
- Following the event an on-line survey will collect feedback. The AAC then decides how to disseminate the reporting.
- Members agreed to have the panel discussion videotaped at a cost of \$529.00.

The following members volunteered to act as facilitators at the Big Picture: Ray Rivers, Sara Dickenson, Kyle Andrews, Monica Ciolek, Christine Braun, Peter Malysewich.

It was noted that Megan Torza, Lita Barrie from the HAC Board, and Pam Mulholland have expressed interest in facilitating.

Elana Balaska volunteered to interact with Social Media during the event.

- 5.3 Budget Update
Ken reported that the transfer of funds (\$13,000) from the Arts Advisory Commission reserve to the operating budget has been approved by Council.

The budget for the big picture is approximately \$8,000.

6. DISCUSSION ITEMS

- 6.1 Additional Appendix to the Advisory Committee Procedural Handbook (Appendix I – New Code of Conduct)
Ken introduced and distributed Appendix I, the new Code of Conduct, and reported that this Appendix is a standard change to the procedural handbook for Advisory Committees.

THAT the Arts Advisory Commission receive Appendix I to the Hamilton Advisory Committee/Task Force Code of Conduct.

Moved: Ray Rivers Seconded: Patricia LeClair

CARRIED

- 6.2 AAC Member roles at the Big Picture Event (S. Vegh/K. Coit)
Stephanie reviewed the Big Picture Event Staffing Plan with members.
- Members volunteered for various duties throughout the day.
 - Six facilitators were identified within the AAC, however it was estimated that an additional 6 facilitators may be required.
 - Set up for the event will take place on April 8th at 7:30 a.m.
 - It is anticipated that cleanup will be complete no later than 6:00 p.m.

7. NOTICES OF MOTION

8. MOTIONS

9. OTHER BUSINESS

10. ADJOURNMENT

The next scheduled AAC meeting is for Tuesday, May 30, 2017 from 4:00 – 6:00 p.m., however an AAC Subcommittee debrief meeting may be called following the event.

THAT the meeting adjourn.

Moved: Peter Malysewich Seconded: Elana Balaska

CARRIED

The meeting adjourned at 5:10 p.m.