



**CITY OF KETCHUM, IDAHO**

ARTS COMMISSION

Thursday, January 16, 2025, 5:00 PM  
191 5th Street West, Ketchum, Idaho 83340

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**AMENDED AGENDA**

**PUBLIC PARTICIPATION INFORMATION**

Public information on this meeting is posted outside City Hall.

**We welcome you to watch Ketchum Arts Commission Meetings via live stream.**

You will find this option on our website at [www.ketchumidaho.org/meetings](http://www.ketchumidaho.org/meetings).

**If you would like to comment on a public hearing agenda item, please select the best option for your participation:**

1. Join us via Zoom (*please mute your device until called upon*).  
**Join the Webinar:** <https://ketchumidaho-org.zoom.us/j/82868460795>  
Webinar ID: 828 6846 0795
2. Join us at City Hall.
3. Submit your comments in writing at (by noon the day of the meeting)

*This agenda is subject to revisions. All revisions will be underlined.*

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**CALL TO ORDER:** By Chairman Carter Hedberg

**ROLL CALL:** Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items.

**COMMUNICATIONS:**

1. Public Comments submitted

**CONSENT AGENDA:**

2. Recommendation to approve minutes of November 21, 2024 - City Clerk Trent Donat

**NEW BUSINESS:**

3. 5% for Art accounting update - Staff Liaison Daniel Hansen
4. Review current and expired commissioner terms - Staff Liaison Daniel Hansen
5. Discuss the appointment of Rebecca Larson to the Ketchum Arts Commission - Staff Liaison Daniel Hansen
6. Discuss re-appointment of Meredith Skillman to a second term - Staff Liaison Daniel Hansen
7. Recommendation to approve the 2025 Art on 4th Call for Artist - Staff Liaison Daniel Hansen

8. Discuss policy on contracting commissioners for art repair and restoration - Staff Liaison Daniel Hansen

[9.](#) Review final priorities for 2025 - Staff Liaison Daniel Hansen

**ADJOURNMENT:**



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**CALL TO ORDER:** Carter Hedberg called the meeting to order at 5:07 PM

**ROLL CALL:**

Carter Hedberg  
Sophie Sawyers  
Jean Pierre Veillet (*via teleconference*)  
Kristin Poole (*via teleconference*)  
Elizabeth Youmans (*via teleconference*)  
Meredith Skillman (*via teleconference*)

**ABSENT:**

Mylan Chacon  
Wendell Wirth

**ALSO PRESENT:**

Daniel Hansen—Community Engagement Manager / Staff Liaison  
Cyndy King—Community Engagement Specialist / Staff

**Communication from Commissioners**

5:08 – Carter  
Minutes from last meeting will be approved next meeting.  
Jill Lear resigned  
No meeting in December  
Carter suggested a retreat at the Historic Hemingway house in December to discuss items

1. Public Comments submitted

**CONSENT AGENDA:**

2. Recommendation to approve resolution 24-023 establishing the dates and times for regular Arts Commission meetings - Chairman Carter Hedberg  
5:11pm Carter moves to approve meeting dates for 2025  
Carter 1st  
Elizabeth 2nd

**NEW BUSINESS:**

3. Continue the discussion on the Arts Commission's purpose and future role and suggest any adjustments - Staff Liaison Daniel Hansen  
5:13pm Daniel starts the discussion  
Comments and questions from the commissioners  
Commissioners agree to discuss more at the December retreat
4. Establish next steps for artwork condition report and City Council presentation on Arts Commission - Staff Liaison Daniel Hansen  
5:22pm Daniel introduces Cyndy

5:23pm Daniel speaks about establishing next steps for artwork condition report and City Council presentation on Arts Commission

**Comments, questions, and discussion by commissioners.** *(throughout presentation)*

5. Finalize list of project priorities for 2025 - Staff Liaison Daniel Hansen  
5:33pm Daniel presents - finalize list of project priorities for 2025  
Commission discussion and comments

**Comments, questions, and discussion by commissioners.** *(throughout presentation)*

**ADJOURNMENT:**

**Motion to adjourn**

6:09pm Carter Hedberg

Second: Kristin Poole

Result: Adjourned

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Carter Hedberg—Board Chair

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Daniel Hansen—Staff Liaison





City of Ketchum

**KETCHUM ARTS COMMISSION MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

Policy Analysis and Background (non-consent items only):

**Summary of the 5% for Art Program**

- Five percent of costs for eligible city capital improvement projects, up to \$1,000,000, paid for through the General Fund account get set aside to be used by the Arts Commission for artwork installations.
- The amount of funds for art contributed for capital improvement projects over \$1,000,000 must be determined and voted on by the City Council.
- Funds collected are stored in an account under the Parks and Recreation Department.

**Report for today's meeting**

In early January, city staff audited funds collected and spent for the 5% for Art Program. The following was determined:

- Artwork funds were not collected for the new Ketchum Fire Station because it was not an eligible improvement (it was funded by bonds, not from the city's General Fund account)
- Artwork funds were not collected for the Sun Valley Road rebuild project.
  - Because it was an improvement costing over \$1,000,000, the amount set aside for art had to be established and approved by the City Council.
  - The City Council did not dedicate art funds as part of this project
  - There is no realistic way to go back and ask them to reconsider allocating funds for art related to the project now.
- Artwork funds were collected for other eligible projects (i.e., the new City Hall and splash pad upgrades)
  - There is a current balance of \$11,678.07 in the 5% for Art account.

- The Arts Commission also has a balance in their reserve account from prior fiscal years, totaling \$12,471. These funds are in addition to the commission’s annual \$10,000 budget for projects and \$6,000 for maintenance and repairs.

**Future planning for the program**

- City staff have put together a plan to ensure the 5% for Art funds are better accounted for in the future.
  - Fund balances and expenses will now be reported regularly to the Community Engagement Department.
  - Fund balances and expenses are going to be included in the City Council’s annual city-wide budgeting process.
  - The Arts Commission will be presenting their activities and progress to City Council at least once per year. These presentations will include discussions on funding for the 5% for Art Program.

**Eligible projects in 2025**

- The city is considering conducting bike network improvements (pending public and City Council feedback) which would generate about \$4,000 of funds for the 5% for Art Program.

Sustainability Impact:

None OR state impact here:

Financial Impact:

None OR Adequate funds exist in account:

Attachments:

- 1.
- 2.
- 3.



City of Ketchum

**KETCHUM ARTS COMMISSION MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

Policy Analysis and Background (non-consent items only):

City staff would like the commission to review and discuss its member's current term information to begin planning for, and making decisions on, reappointments and voting in new members.

NAME	Term Limit (2 consecutive terms can be served)	Current Term Began	Current Term Ends	Year of term
CARTER HEDBERG	3 YEARS	10.01.22	09.30.25	2 <sup>nd</sup>
ELIZABETH YOUMANS	3 YEARS	10.01.23	09.30.26	1 <sup>st</sup>
JEAN PIERRE VEILLET	3 YEARS	10.01.23	09.30.26	1 <sup>st</sup>
KRISTIN POOLE	3 YEARS	10.01.23	09.30.26	1 <sup>st</sup>
WENDAL WIRTH	3 YEARS	10.01.23	09.30.26	1 <sup>st</sup>
SOPHIE SAWYER	3 YEARS	10.01.22	09.30.25	1 <sup>st</sup>
MYLAN CHACON	3 YEARS	10.01.22	09.30.25	1 <sup>st</sup>
MEREDITH SKILLMAN	3 YEARS	10.01.21	09.30.24	1 <sup>st</sup>
JILL LEAR	3 YEARS	10.01.21	09.30.24	1 <sup>st</sup>

Sustainability Impact:

Financial Impact:



Attachments:

1.
2.
3.



City of Ketchum

**KETCHUM ARTS COMMISSION MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- Meredith’s background and knowledge have been invaluable in helping achieve the Arts Commission’s goals.
- Her first full term ended in September 2024.
- With the commission’s recommendation, I will take her re-appointment to the Mayor and City Council for approval.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

Financial Impact:

Attachments:

- 1.
- 2.





City of Ketchum

**KETCHUM ARTS COMMISSION MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- The commission desires to continue programming for the Art on 4<sup>th</sup> exhibit in 2025
- Artist compensation and duration of artwork on display is the same as years prior
- Timeframes for the submissions and installation are similar to years prior

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

Financial Impact:

Attachments:

1. 2025 Art on 4<sup>th</sup> Call for Artists
- 2.
- 3.



## 2025 CALL FOR ARTISTS

### GUIDELINES

#### INTRODUCTION

The city of Ketchum, Idaho, is inviting experienced artists to apply for its summer sculpture exhibition, "Art on Fourth." Original three-dimensional artwork, selected by a blind jury, will be displayed at one of two locations along 4th Street from June 2025 through April 2026. Selected artists will receive a \$3,500 stipend for the exhibition of their work. The exhibition will be featured on the city's website (ketchumidaho.org) and various social media platforms.

#### CITY BACKGROUND/HISTORY

The city of Ketchum is located in the Wood River Valley in south-central Idaho. Founded in 1880 during the mining boom, Ketchum is now regarded as one of the most popular destinations for winter and summer visitors due to its world-class skiing, mountain biking, fishing, hiking, restaurants, shopping, and sophisticated arts and cultural offerings. In 2018, Ketchum was awarded designation as a Dark Sky Community by the International Dark Sky Association and is included in the Nation's first International Dark Sky Reserve, one of only 13 in the world. The city of Ketchum hosts the famous annual Wagon Days Parade, held on Labor Day weekend, and numerous other year-round attractions. Ketchum is home to more than 10,000 full- and part-time residents.

Now in its eighteenth year, Art on Fourth has become an exciting part of the city's summer attractions, presenting artwork by diverse artists ranging from locals to those of national standing. Past exhibitors include Rod Kagan, Boaz Vaadia, Gwynn Murrill, Steve Jensen, Will Robinson, and Rudi Broschovsky, among others.

In 2012, ArtPlace named Ketchum one of the top twelve small town arts places in the United States. In 2014, Smithsonian Magazine named Ketchum one of the 20 best small towns to visit in the country.

As part of Ketchum's Downtown Master Plan, the Fourth Street Heritage Corridor was created as a pedestrian-friendly street. Widened sidewalks feature benches and sites for artwork.

#### ARTIST ELIGIBILITY

The call is open to all artists, regardless of their state of residence, creating original three-dimensional artwork suitable in scale and materials for public outdoor display. Local artists are encouraged to apply. There is no entry fee.

#### TIMELINE

January 20, 2025	Call for artists released
<b>March 12, 2025</b>	<b>Application deadline</b>
March 26, 2025	Notice of jurors' selections
May 21-June 15, 2025	Receipt and installation of accepted artwork by City of Ketchum
June 16, 2025	Exhibition opens
April 1, 2026	Exhibition closes

Artists may enter up to five sculptures for consideration. To apply, please submit the following:

- Resume
- Artist statement
- Images showing 2 views of each entry.
  - » Images must be a minimum of 4 x 6 in. and 300 dpi resolution.
  - » Images must be jpg, png or tif files. PDF images will not be accepted.
  - » Artist's name should not appear on the images.

A separate information sheet (see application included in this packet) for each entry listing that includes:

- Artist's name
- Title of work and a number corresponding to the image number
- Medium
- Dimensions
- Insurance value
- Installation method/requirements, and detailed description and/or images of installation hardware

**Proposals that do not contain all the required information will not be considered.**



## 2025 CALL FOR ARTISTS GUIDELINES

### SPECIFICATIONS

- Artwork must be of suitable scale for an outdoor exhibition (items under 36" will not be accepted).
- Sculptures should be able to withstand the effects of weather with minimum maintenance.
- Artwork must be as resistant as possible to vandalism and able to withstand possible pedestrian contact.
- Artwork must not have sharp edges or other elements that might injure viewers. No stanchions or other barriers may be used in front of sculptures.
- Concrete bases are available for some works. Selected artists will be notified of pedestal sizes should they be relevant to their placement.
- The artist is responsible for the delivery and installation of artwork in coordination with the City of Ketchum at the specified site on an agreed-upon date between May 21 and June 15, 2025. The city may have some equipment and personnel available to aid in installation. De-installation will take place in a similar manner at the close of the exhibition, with the artist and the City of Ketchum communicating on date and time.
- The Ketchum Arts Commission reserves the right to reject work that differs from the original proposal or does not meet requirements of quality, safety, and durability.

### ADDITIONAL RESPONSIBILITIES

1. Artist, or the artist's representatives, must participate and/or coordinate with the City of Ketchum for the installation and de-installation of artwork.
2. Artwork is on loan to the city during the exhibition period. If work is for sale and sells during the exhibition dates, the artist is responsible for replacing it with another piece of similar quality and scale at the time of removal. The replacement work must be approved by the selection committee.
3. The artist releases the City of Ketchum from and against any and all damages and injuries to persons or property, including damage to the art during installation and removal.
4. Artist assumes responsibility for transportation and delivery to and from the display site.
5. Installation and de-installation processes must include cleaning of the artwork by the artist upon installation and leaving the site in a clean and professional manner once installed and upon removal.
6. The City of Ketchum will provide insurance for both liability and damage during the exhibition period.

### SUBMITTAL

**E-mail** Cyndy King at [Cking@ketchumidaho.org](mailto:Cking@ketchumidaho.org)  
**Phone#** 208.806.7005  
**Mail** Cyndy King, Ketchum Arts Commission Staff Liaison  
City of Ketchum | PO Box 2315 | Ketchum, ID 83340



ARTS  
COMMISSION

# Art on Fourth Exhibition

## 2025 CALL FOR ARTISTS LOCATIONS

### LOCATIONS

**#1 - Mid-block on 4th Street between Main Street and Washington Avenue. It is flush mounted to the pavers.**



**#2 - North end of Ketchum Town Square in the center patch of grass. It is flush mounted to the grass.**



**\*Alternate location TBD by staff if needed. Artist will be notified of alternate locations to be used.**



ARTS  
COMMISSION

# Art on Fourth Exhibition

## 2025 CALL FOR ARTISTS

### APPLICATION

Exhibition dates: June 16,  
2025–April 1, 2026

Application deadline:  
March 12, 2025

No entry fee required



### Checklist

- Resume (attach separately)
- Application
- 2 color images of sculpture showing two views
  - Images must be a minimum of 4 x 6 in. and 300 dpi resolution.
  - Images must be clearly titled jpg, png, or tif files. PDF images will not be accepted.
  - Artist's name should not appear on the images.



### Email to:

**Cyndy King**  
cking@ketchumidaho.org  
Subject: 2025 Art on Fourth  
208.806.7005

### By mail:

Cyndy King  
City of Ketchum  
PO Box 2315  
Ketchum, ID 83340

Artist's name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Social Media Profiles (URL's) \_\_\_\_\_ \_\_\_\_\_

\_\_\_\_\_ Other \_\_\_\_\_

**Artist's Statement/Bio** (attach/submit extra pages if necessary)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Up to 5 submissions accepted for consideration** (please use separate information sheet for each entry listing:

Title of work: \_\_\_\_\_ Corresponding number to image \_\_\_\_\_

Medium: \_\_\_\_\_ Dimensions: \_\_\_\_\_

Installation method/requirements and detailed description and/or images of installation hardware (Use extra pages if necessary) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Application Agreement

I agree to comply with the application guidelines included in this packet

Sign \_\_\_\_\_

Date \_\_\_\_\_





City of Ketchum

### KETCHUM ARTS COMMISSION MEETING AGENDA MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

Policy Analysis and Background (non-consent items only):

Staff have collected the commission's most recent feedback on priorities for 2025 and created the list below. We ask the commission to review this and provide final feedback.

1. **Two new Art on 4<sup>th</sup> sculptures:** one at Town Square and one at a location to be determined (\$7,000; led by the entire commission)
2. **Artwork installations for the Main Street reconstruction project** (funded by Main Street reconstruction 5% for art; led by the entire commission)
3. **Artwork inventory and condition report** (no out-of-pocket costs; staff and/or commissioner time only; led by Meredith Skillman)
4. **Replace Syringa crosswalk art at Walnut and SV Rd (call to for artists) and reinstall the current designs at other locations, with improvements** (\$1,000; led by the entire commission)
5. **Refurbish and reinstall Homage to the Limber Pine** by Jason Middlebrook (funding to be determined; led by Kristin Poole and Meredith Skillman)
6. **Repair printed panel on Hemingway Mosaic** by Sue Dumke (artist will replace panel at no cost; led by city staff)
7. **Artwork installation maintenance plans and schedule and define required installation materials, processes, and maintenance during new art acquisitions** (no out-of-pocket costs; staff and/or commissioner time only; lead by Mylon Chacon, Jean Pierre Veillet, and Meredith Skillman)
8. **Determine what installation should be placed permanently at Sun Valley Road and Spruce Avenue.**
9. **Create building murals guidelines for Ketchum Downtown Core and work on public/private mural partnerships** (no out-of-pocket costs; staff and/or commissioner time only)
10. **Partnerships with other arts organizations** (if funds are available)

Sustainability Impact:

None OR state impact here:

Financial Impact:

None OR Adequate funds exist in account: None

Attachments:

1.

2.