



LAWRENCEVILLE

GEORGIA

LAWRENCEVILLE ARTS COMMISSION MINUTES

Tuesday, October 10, 2023
6:00 PM

Third Floor GwMA Conference Room
70 S. Clayton St, GA 30046

Call to Order

The meeting was called to order at 6:03 PM, recognizing a quorum.

Approval of Agenda

Motion to approve the agenda was made by Commission Member Hammond, Seconded by Commission Member Sanders.

Voting Yea: Commission Member Hammond, Commission Member Chitwood, Commission Member Stone-Collins, Commission Member Walden, Commission Member Sanders

Approval of Prior Meeting Minutes

1. Approval of Prior Meeting Minutes

Motion to approve prior meeting minutes from August 8, 2023 Regular Meeting and September 25, 2023 Special Call meeting was made by Commission Member Stone-Collins, Seconded by Commission Member Chitwood.

Voting Yea: Commission Member Hammond, Commission Member Chitwood, Commission Member Stone-Collins, Commission Member Walden, Commission Member Sanders

General Discussion

2. Crogan Street Mural

Leah Abucayan joined the meeting via Zoom. The Arts Commission introduced themselves and Aura-Leigh provided a brief overview of their description of their involvement with the commission. Leah shared her background and interests with the group.

Leah provided a brief breakdown of the cost, maintenance and sealant. The sealant will protect the mural from sun damage and make any graffiti easier to remove. She usually installs two coats of clearcoat. Her costs include this service for the next 5 years. In addition, this will also cover any graffiti removal and repairs to the paint or sealant from that removal. The rental cost of a scissor lift is included in her total cost, so the Arts Commission will not have to incur that additional expense.

The original timeframe was the completion of the mural in September or October, but with her schedule, January or February would be a good time to start. She indicated that the cold will not delay the start of this project, however, moisture (dew, rain) can, so it may take up to 10 days to complete.

The group thanked Leah for her joining the meeting. After the Zoom meeting was concluded, the group discussed the additional information that Leah had provided. It is possible that the project could be completed by March, and although that is not what they had originally wanted, it is fine considering they had to replace the artist and mural design.

Everything that has been discussed can be included in the contract, including a breakdown of her pricing so we can see what she is charging for. She is paying for the lift, where the Arts Commission would have had to pay for a lift and a hotel room for the previous artist. The contract can require she submit receipts for proof of materials.

The Easement with the building owner was discussed and Jasmine will obtain further information to share with the group.

Motion to move forward with Leah Abucayan with the mural design as presented and the project to not exceed \$25,000, getting the contract completed and signed, obtaining an Easement from the building owner, and scheduling was made by Commission Member Walden, Seconded by Commission Member Stone-Collins.

Voting Yea: Commission Member Hammond, Commission Member Chitwood, Commission Member Stone-Collins, Commission Member Walden, Commission Member Sanders

3. Budget Update

Jasmine Billings presented the current budget numbers. The Capital Project funds have remained unchanged. The final payment for the community mural will bring the total Capital Project funds to approximately \$181,000.

Operational Fund expenses were reviewed with the final budget numbers at \$1,672.70. The logo'd bags was \$542.50 for 500, and Jasmine will reach out to finalize that order. There were 9 aprons in a previous order that were printed backwards, and the company will replace those as soon as they are back in stock. The Lantern Parade supplies will total \$466.96, and that order will be placed this week. The Commission has asked that funds be transferred over to bring the total back up to \$5,000.00 for future supply purchases.

Motion to move funds over to the Operational budget to bring the total up to \$5,000.00 was made by Commission Member Sanders, Seconded by Commission Member Hammond.

Voting Yea: Commission Member Hammond, Commission Member Chitwood, Commission Member Stone-Collins, Commission Member Walden, Commission Member Sanders

4. Sub-Committees Update

Grants and Funding - Jasmine arranged and meeting with Keith Lee, Finance Director, to talk about rules and regulations on grants and funding and he provided a lot of information. Grants and Funding will send a draft back to Keith for feedback.

Community Relations - there were no updates.

5. Community Mural Update

Aura-Leigh Sanders provided an update. A press release will come out with the pictures at the mural on October 12th, and on October 23rd there will possibly be a recognition for Teresa at Council. The Community participants will receive the press release first, then it will go out to the public. Aura-Leigh will look into framing a picture to present to Teresa at Council, and is crafting a thank you for the participants.

6. Lantern Parade

Amber Walden provided an update. The material list that was provided to Jasmine will be ordered. The original schedule had volunteers showing up at 5:30 but a shift will be added from 4-7pm. Volunteer sign up cut off will be Wednesday prior to the event. Amber asked to have at least one other commission member at the event, and Aura-Leigh, Jennifer and Alice all said they would be there.

A total of four tables will be needed, since this may be very popular and two tables will not be enough, but no chairs should be needed since it should only take about 10 minutes to make a lantern. They will stay until the supplies for the lanterns are gone.

Jasmine advised that the logo for the event is being updated to include the Arts Commission logo and information about the lanterns.

The DJ will announce the beginning of the parade which will begin at 8:30 pm, with the event ending at 9:00 pm. Amber indicated they would not have a problem leading the parade, but will need to get the route they are supposed to take.

Discussion around the time schedule took place, with members considering moving times up some, however it was determined that they will keep the times that are in place and have it be a test run for future events.

It was determined that they will not be able to participate in Harvest Festival due to time constraints for the commission members.

Jasmine suggested that they may need to find more passive ways to participate in events. The Events Team will be meeting in November to talk about the 2024 event calendar, and some dates can be reserved solely for the Arts Commission. The Commission also discussed volunteers and it was mentioned that the Lawrenceville Womens' Club has offered

to volunteer and they can also use Eventeny for volunteer sign ups. With the Arts Commission starting to work on larger projects, they will need to concentrate on those more, but will review the calendar for potential events to participate in.

7. Lawrenceville Arts Commission 2024 Proposed Meeting Schedule

Jasmine Billings presented the proposed 2024 Arts Commission meeting calendar and the group discussed the proposed dates, with the one date in February the only deviation from the second Tuesday of the month, since Jasmine will be at an out-of-town conference the second week in February.

Aura-Leigh mentioned that Nancy will be leaving the Commission and Council will be selecting/appointing a new member at the end of the year, that will begin in January. Jasmine will check with the City Clerk for the date that will occur.

Motion to approve the 2024 Proposed Meeting Dates was made by Commission Member Walden, Seconded by Commission Member Stone-Collins.

Voting Yea: Commission Member Hammond, Commission Member Chitwood, Commission Member Stone-Collins, Commission Member Walden, Commission Member Sanders

Other Business

Aura-Leigh Sanders shared that the Arts Creative Placemaking Summit will be in Atlanta this year on March 5-8, 2024. Early bird registration opens soon, and Aura-Leigh will request funding at a later date to pay for those wishing to attend.

In addition, Aura-Leigh shared that Mosaic Masterpiece, who she worked with the last year, will be hosting an art auction at The Lawrenceville Art Center and asked if any member would like to speak on behalf of the Arts Commission. Aura-Leigh will not be able to present on behalf of the Arts Commission to avoid any potential conflict, since she is being paid to obtain the art for the auction. The event will run from 6:30 to 8:30 PM, and those members that would like to attend should contact Jasmine so she can get their tickets. The tickets are not coming out of the Arts Commission budget.

Jasmine Billings received several questions on two additional walls near the community mural during the pictures taken earlier in the day. There are two walls, one behind the Post Office, which is City owned, and one cattycornered to the community mural. Jasmine will work to find out who owns the other wall, with the thought being to connect them artistically to the community mural in some way.

Citizen Comments

Citizen Comments will be limited to two (2) minutes per person. The Arts Commission Board Members will not respond to comments.

There were no comments.

Final Adjournment

Motion to adjourn was made by Commission Member Stone-Collins, Seconded by Commission Member Chitwood.

Voting Yea: Commission Member Hammond, Commission Member Chitwood, Commission Member Stone-Collins, Commission Member Walden, Commission Member Sanders

The meeting adjourned at 7:39 PM.

Minutes Signature

Aura-Leigh Sanders, Chairman

Jasmine Billings, Secretary