



LAWRENCEVILLE

GEORGIA

LAWRENCEVILLE ARTS COMMISSION MINUTES

Tuesday, September 10, 2024
4:00 PM

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

Call to Order

The meeting was called to order at 4:09 PM, recognizing a quorum.

Approval of Agenda

Motion to approve the agenda was made by Commission Member Stone-Collins, Seconded by Commission Member Chitwood.

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

Voting Abstaining: Commission Member Sanders (arrived at 4:30 PM)

Approval of Prior Meeting Minutes

1. Approval of Prior Meeting Minutes

Motion to approve prior meeting minutes was made by Commission Member Chitwood, Seconded by Commission Member Stone-Collins.

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

Voting Abstaining: Commission Member Sanders (arrived at 4:30 PM)

General Discussion

2. Budget Update

Jasmine Billings provided an update to the budget, indicating that there were no changes in the Capital and Supply budgets since last meeting.

3. Review of Current Projects

The mural extension project is awaiting approval from GDOT, and once received, the artist will be notified. Teresa has another project she is about to begin, but has advised it will take her approximately 2 weeks to complete the mural extension once she begins.

The time frame for the artist discussion can be decided at a later date, but will not take place before this project has been completed.

Jasmine met with 2 of the 4 artists that were selected as finalist for the Georgia Gwinnett College Ramp mural. Once all the artists have completed their site visits, they will have 2 weeks to make any changes to their submissions prior to the October meeting, which they will join virtually to discuss their submission and answer any questions the Arts Commission members may have. This project is expected to begin in the spring.

Alice will be submitting a budget to GGC for the artist talk grant. Jasmine has advised the artists that this is a part of the cost paid for the mural and there will be no additional payment for the artist to attend this meet and greet. Wording for that will be included in the contract. This event will be hosted by GGC, but will also be open to the community. The City will provide separate QR codes for the public to register for the community mural and the meet and greet, since space will be limited for both. Jasmine will work with the City's Marketing staff, as well as Alice and the Arts Commission on the marketing for this event.

The parking lot at the GGC Ramp project is not owned by GGC and Jasmine will work with the owner to gain a Right of Entry for the parking lot. Until the artist is determined and the dates for the mural are finalized, Jasmine will be unable to secure the Right of Entry.

Council will need to approve the cost if the project is over \$100,000.

Aura-Leigh Sanders arrived at 4:30 PM.

4. Arts Commission Master Plan Discussion

Aura-Leigh Sanders provided a handout for the framework for the Master Plan. The City is part of Create Gwinnett, along with other cities within Gwinnett. Create Gwinnett is working on a master plan which has taken some time, so the Arts Commission is going to move forward with their master plan. Some ideas can be taken from what Create Gwinnett has worked on so far. The city has a master plan which includes Art, and some of that can be pulled out and added to the Arts Commission plan.

It was suggested to start with a 5 year plan. It will be added as a discussion point in future meetings, but most of the work can be done offline. The group will need to determine if they would like to obtain a consultant that can help map things out, build the plan and guide the members. An RFP (Request for Pricing) for a Consultant would need to be completed by working with Purchasing. A consultant would see that the Master Plan through to

completion, and will be required to provide necessary documents to allow updates by the Arts Commission as needed. The group determined they will all score the RFP's when they are received and the process was briefly discussed.

Council will be kept updated on the process as the Master Plan is built, and will need to approve the plan once completed.

Motion to move forward with obtaining a consultant for a Master Plan was made by Commission Member Walden, Seconded by Commission Member Chitwood.

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

Discussion around having new developments include artwork in their project or possibly donate 1% of their project to the Arts Commission was discussed, but this would not have to wait for a consultant in order to begin. Jasmine will discuss the details of this type of project with Planning & Development, and will also bring Keith Lee into the conversation to determine how the funding will work. The possibility of having the development projects sponsor a project instead of doing a donation may work better. Arts Commission is not a non-profit so funding is provided by the City.

Final ideas to begin writing the RFP should be received by the next meeting and once finalized, it can be posted by Purchasing, and the Arts Commission members can forward to any potential consultants they may know of. The timeline for how long the RFP will be posted will also need to be discussed, with the refined RFP ready to go out in January. In addition, Focus Areas will also need to be refined and members should bring their ideas to the next meeting. Aura-Leigh will add the document to GoogleDoc so members can add bullet points to the focus area document.

5. Developing a Roadmap for Future Projects

Aura-Leigh lead the discussion for the agenda item. Instead of waiting for a consultant, the group can move ahead on projects. Murals have been the concentration so far and the process has been refined. Art can take on many forms, not just visual and ideas were discussed with the group.

6. Breakout Sessions: Focused Discussion Groups

Members broke out into three groups tasked with discussing potential future project ideas. Each group briefly discussed their ideas and these will be part of a living document the Arts Commission can build on.

Other Projects

Coca Cola is still looking for a location for their mural, and this may need to be deferred to the October meeting. No other projects were discussed.

Other Business

No other business was discussed.

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 citizen comments.

Final Adjournment

Motion to adjourn was made by Commission Member Hammond, Seconded by Commission Member Chitwood.

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

The meeting adjourned at 7:40 PM.

Minutes Signature

Aura-Leigh Sanders, Chairman

Jasmine Billings, Secretary