



**LEBANON ARTS & CULTURE COMMISSION
DECEMBER 28, 2021 - 6:30 PM
MEETING ROOM 2, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. Approval of 11-23-2021 minutes
 - 3. Other Business**
 - A. Meeting Time for 2022 (J.Giordani)
 - B. Banner Installation Update (K.Flythe)
 - C. Sidewalk Poetry Project (B.Foster)
 - D. Chair Report (J. Giordani)
 - 4. Committee Reports**
 - 5. Open to the Public**
 - A. Visit from the new AVA Gallery Executive Director Shari Boraz
 - 6. Adjournment**

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

DRAFT

**CITY OF LEBANON
ARTS & CULTURE COMMISSION
MINUTES, November 23, 2021
City Hall Council Chambers & LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT (8/10): Devin Wilkie (Heritage Commission Rep.)
Karen Zook (City Council Rep.)
Jessica Giordani (Chair; Citizen Rep. Ward 3)
Gavin Wynkoop-Fischer (Citizen Rep., Ward 2)
Nick Gaffney (Arts Org. Rep.-AVA Gallery)
Ben Van Vliet (Arts Org. Rep.-UVMC)
Becky Foster (Citizen Rep., Ward 1)
Sherry Fiore (Alt.)-Remote

MEMBERS ABSENT: (2/10) Bill Dunn (EDC Rep.)
Joe Clifford (Vice Chair; Arts Org. Rep.-LOH)

STAFF PRESENT: (2/2) Kristine Flythe (Program Coordinator, Leb. Rec),
Paul Coats (Director, Leb. Rec.)

1
2 **1. CALL TO ORDER:** Chair Giordani called the meeting to order at 6:31 PM.

3
4 **2. APPROVAL OF MINUTES: October 26, 2021**

5
6 *Mr. Wilkie MOVED to Approve the October 26, 2021 minutes, with a spelling correction.*
7 *Seconded by Mr. Gaffney.*

8
9 The Chair authorizes Sherry Fiore to participate as a voting member during this meeting.

10
11 **The Motion was approved (6/0/2).*

12 *Ms. Fiore and Ms. Foster abstained.*

13
14 **3. OTHER BUSINESS:**

15
16 A. Budget Review (J. Giordani)

17 Ms. Giordani reviewed the projects and the expenses related to those projects that were accomplished this
18 year. In September they voted to add \$200 to AVA Gallery to cover the cost of the fountain covers.
19 There is \$1518.00 remaining in the budget.

20
21 B. Banners (B. Van Vliet & D. Wilkie)

22 The banners have been ordered and will be finished in a few days and they will be ready to pick up. The
23 committee identified additional banner locations in West Lebanon and determined to do it right and
24 ordered the extra banners. This resulted in an overage of \$139. There will also be banners around
25 Colburn Park and around the tunnel. They will install as many banners as possible before December 4th.

26
27 *Mr. Van Vliet MOVED to allocate an additional \$139 toward the banner project.*

28 *Seconded by Mr. Wilkie.*

29 **The Motion was approved (7/0).*

30 *Ms. Fiore was not called upon to vote.*
31

1 There is \$1379 left in this year's budget.

2
3 C. Sidewalk Poetry Project (B. Foster)

4 The members discussed the poems and the number of votes for each poem. The top 3 were selected and
5 they decided to add another poem about a dog. The contractor will mockup the artwork and the
6 committee will approve the design. The members discussed that the poems should be attributed, and they
7 will not use poems intended for commercial use or profit. Ms. Foster will get final bids for the four
8 suggested poems, including attributions, designs, and shipping expense. She will bring the information to
9 the members by next week.

10
11 ***Mr. Wilkie MOVED to authorize up to \$1379, for the purpose of procuring the stamps for the sidewalk***
12 ***poetry project, as decided by Becky Foster and using the input from the Commission.***
13 ***Seconded by Ms. Foster.***

14
15 They may also be able to fund the crocus poem as well, if there are remaining funds.

16
17 ****The Motion was approved (8/0).***

18
19 D. Soofa Signs (P. Coats)

20 The signs are up and operating, with color. They will be returning soon to finish installing the side
21 panels. The Kilton Library has its own design that the Commission approved.

22
23 E. Tunnel Art Installation and Unveiling (P. Coats)

24 A post card size flyer has been crafted. It will be an ongoing event from 2:00 to a little after 5:00 on
25 12/4/21. The full schedule of events is listed on the website. The unveiling of the Tunnel installation will
26 be after the Revels singing on the steps of City Hall at 4:15. The Colburn Park lights will also be lit that
27 evening at 5:00. There will be horse buggy rides and with stops during the buggy rides at each of the art
28 installations, as well as an unveiling/removing of the covers of the artwork. Jessica Giordani and Nick
29 Gaffney will represent the A&C Commission to welcome people to the event and the unveiling of the art.
30 It was requested that A&C members personally invite businesses to attend to see the potential of
31 sponsoring an artist to install artwork or to be involved with the commission's future projects.

32
33 F. Light up Leb debrief (P. Coats)

34 The event was held again this year. The goal is to have it marketed more in the future, but they feel a
35 tradition has been built upon and they hope to continue this for years ahead. If there is more of a
36 marketing push next year it may bring more numbers out. Two awards were given. There was not a
37 funniest, so they awarded the classic pumpkin. There were a lot of people around the green, so the
38 pumpkins were viewed by many. It does require many people to make it happen and Gavin was thanked
39 for his work in making it happen. It is recommended to have the pumpkins carved the week of
40 Halloween, so they hold up. They did receive a good number of donated pumpkins. Pumpkins are
41 expensive, so in the future, it might be good to offer free pumpkins to people to carve that day and put
42 them on display. Riverview Farm donate pumpkins at cost, as did Singers.

43
44
45
46
47 G. Public Art Installations (K.Flythe)

48 Ms. Flythe discussed how the public art installations and how all the work that has been done by the
49 Commission can be presented on the Website. She is exploring how to meld the projects between the
50 Arts and Culture Commission and the Rec Department. They are trying to determine where and how this
51 will be put up on the City's website.

52
53 H. Quarterly Report and 2022 Goals (J. Giordani)

54 Ms. Giordani went to City Council and delivered the quarterly report. She is completing a written
55 yearend report of what has been accomplished in the last year. It can also be posted on the Web so people

1 can see the projects that have been accomplished. Ms. Giordani asked the members to submit suggestions
2 for 2022 goals by the January meeting. During the quarterly reports other departments were excited to
3 hear how art aligned with the work that other departments are doing. The word is spreading as is the
4 inclusion of arts in many walks of life.

5
6 I. Projects in the Works:

7 Below is a list of projects that are being considered, are at some stage of thought, and who is involved
8 with each. In January they will review this list to determine who will be responsible for each project and
9 how things will move forward. This is outside of the ongoing projects for this year.

- 10 1. Rainworks (K.Flythe)
- 11 2. Mural Project in West Lebanon (J.Clifford)
- 12 3. Further Banner development (B.Van Vliet)
- 13 4. Fountains (K.Flythe)
- 14 5. Artists directory/resource list (All)
- 15 6. Mall Kiosk (J.Giordani)
- 16 7. High St., Mechanic St., and Mascoma St. Rotary Inspiration (All)
- 17 8. Ideas and input via the website (K.Flythe)
- 18 9. City seal and design guide (K.Zook)
- 19 10. Seeking Arts & Culture Support (J.Giordani)
- 20 11. Partnerships with West Lebanon Revitalization or other groups
- 21 12. Fundraising and supporting the artist via surrounding businesses

22
23 The Little Free Library will be placed somewhere in front of the downtown library. It is an old
24 newspaper box that has been refurbished and repurposed. It will be furnished with art supplies and
25 installed as soon as it is approved by the Library Director. It will likely be on the Bank Street side of the
26 building.

27
28 Devin asked where they are in the budgeting process for next year. Traditionally the Commission has
29 been allocated \$5000 and they have asked for \$7000 for next year. The budget has been presented to the
30 Council. The next step is for the Council's December vote. They asked for additional money for seed
31 money for public art installations. The money is held within the Rec. Department and the amount they
32 are awarded may be adjusted by the Council. The Commission is advisory for the Recreation Arts and
33 Parks Department, and the Commission helps determine how to make allocations of funds.

34
35 AVA has a new Director starting next week. She will be asked to come and meet the Commission
36 Members.

37
38 **4. COMMITTEE REPORTS: None**

39
40 **5. OPEN TO THE PUBLIC: None**

41
42 **6. ADJOURNMENT:**

43
44 *Devin Wilkie MOVED to Adjourn the meeting at 7:35PM.*
45 *Seconded by Ben Van Vliet.*

46
47 **The Motion was approved (7/0).*

48
49 Respectfully submitted,
50 Linda Billings
51 Recording Secretary