

Prairie Village Arts Council
Wednesday, April 16, 2014
7:00 pm
Prairie Village City Hall – 7700 Mission Road
Multi-Purpose Room

AGENDA

- I. Approval of the Meeting Summary from February 19, 2014 and March 19, 2014
- II. Financial Reports
- III. City Council Report
- IV. Exhibit/Receptions
 - April Exhibit/Reception - Lucinda Baker, April 11th, 6:30 - 7:30 pm
 - May Exhibit/Reception – Wayne Wilkes, May 9th, 6:30-7:30 pm
- V. Old Business
 - Ribbon Cutting for Corinth Square Sculpture, Thursday, April 24, 2014
 - Discuss Marketing (including possible guidelines for promotions of events)
 - Discuss Children’s Show
 - Discuss ways for Arts Council to expand
- VI. New Business
 - Discuss volunteers for Prairie Village Art Fair and recap information provided by Donna Potts at the March Meeting
 - Discuss VillageFest
- VII. Adjournment

Prairie Village Arts Council
Wednesday, February 19, 2014
7:00 p.m.
City Hall Multi-Purpose Room

Minutes

The Prairie Village Arts Council met at 7:00 p.m. in the City Council Chambers at City Hall. Members present: Shelly Trewolla, Chair, Truss Tyson, Daniel Andersen, Kim Horgan, Wayne Wilkes, Lindsay Ridder, Jack Shearer, Julie Flanagan, and Shervin Razavian. Staff: Kate Gunja

Minutes

The minutes from the January 15, 2014 meeting were approved as submitted.

Financial Reports

Assistant City Administrator Kate Gunja reviewed the budget information requested at the last committee meeting including the Municipal Foundation funds related to the Arts Council.

City Council Report

Councilmember Ted Odell provided an update of the February 3 Council Meeting. At the Committee of the Whole Meeting the following was discussed: KC Communities of All Ages Project, Exterior Grant Program, discussion regarding City Council President election and vacancy of Mayor. At the regular Council Meeting there was a presentation by the First Lego League and 4 Special Use Permits for daycares and several appointments were approved. Councilmember Odell also provided an outline of items for upcoming City Council meetings.

Exhibit/Receptions

February Exhibit/Reception – Filbeck, Finkelston & Schnakenberg, February 14th from 6:30 to 7:30 p.m.

Shelly said that this was a good event and that it was well attended.

March Exhibit/Reception – CPII, March 14th, 6:30-7:30 p.m.

Shelly asked if anyone would be able to attend. Wayne, Julie and Kim indicated that they would attend.

Old Business

Discuss Shooting Stars Gala, March 30, 2014

Kate asked the Committee what information they would like printed in the program and shown on the screen at the event. The Committee said that they would like the Arts Council Logo and link to the website included in the program and would like only the logo displayed on the screen.

Shelly said that she was scheduled for check-in but wanted to know if anyone was interested in the 6 tickets available to the Committee. Shelly asked the Committee to please let Kate know by March 7 if anyone is interested in attending.

Ribbon Cutting for Corinth Square, April 24, 2014

Kate provided an update that she had spoken to the Northeast Johnson County Chamber of Commerce and the property managers and both indicated that April 24 worked for them. Kate also contacted Mayor Shaffer and this item is on his calendar. At the last meeting, the Arts Council discussed providing alcohol at the event. Kate said that she had discussed this with both the property manager and the ABC about different options including contacting the surrounding businesses who have a bar and patio. Kate said that she had spoken to Donna Potts with the merchants association and she suggested that the Arts Council contact one of the business near the sculpture and inquire if they would host an event directly after the ribbon cutting to socialize and meet the artist. Donna said that we might ask if they would offer free appetizers and possibly a drink special.

The Committee said that the artist was the one who requested the ribbon cutting. There was discussion among the Committee about businesses near the sculpture that might be contacted. Jack Shearer said that he would talk to Spin Pizza about hosting the event.

There was discussion regarding who would speak at the event. Kate indicated that she would ask Chamber President Deb Settle to facilitate. The Committee discussed that the Mayor could possibly say a few words about art in Prairie Village and that we also have the artist say a few words. The Committee said that it would be good to have one of the owners of the shopping center there as well to say a few words. Kate said that she would ask them to attend. As far as promotion goes, Kate said that the Chamber, City website, newsletter (if possible) and the PV Post would all be resources to utilize. Kate will work with Jack and Daniel Andersen on the details of the event.

Shelly brought up the idea of some kind of a banner or poster to promote the Arts Council that could be used at all events. Wayne Wilkes said that he would be happy to design something. The Council discussed having some kind of generic promotional card available to pass out at different events.

Discuss Marketing

Lindsay Ridder reviewed the marketing overview document that she had compiled for the Committee.

Wayne said that city staff had provided him with the administrative rights to the Arts Council Facebook page. Wayne provided an overview of the things he had done to update the Facebook page including changing the images. The Committee was impressed with the work that Wayne had done on the page. Wayne said that he would like to create "Events" on the page for all of the receptions.

There was discussion regarding how to get people more aware of the Facebook page. Wayne said that when the Facebook page was created a specific url was not indicated. Wayne wanted to get input from the Council on what that url should be. The committee suggested “pvarts.”

Councilmember Odell said that one thing he had been thinking about was doing some kind of a “class.” This could be used as a fundraising event. The committee discussed possibilities for something like this. Shelly and Julie said that they would work together on some ideas, possibly about art education or teaching techniques. There was discussion about some kind of arts programming and adding this into the newsletter with other program offerings.

Lindsey continued to review the social media, print and online media ideas. Wayne said that last week he reached out to the Arts Institute and their alumni office. They send out an e-newsletter every 2 weeks.

Lindsey said that the document was an overview and asked if there were ideas to add to the list.

The Committee was very supportive of yard signs and was interested in pricing those. The Committee thought that about 20 would be good. The Committee suggested Wayne, Lindsey and Kim work together on marketing and that they may want to add more money to the marketing budget during the budget discussion later in the meeting.

Discuss Children’s Show

Julie Flanagan said that she had not specifically done any research on a Children’s Art show yet but would.

New Business

Discuss Artist for August and September 2014

The Committee reviewed the following art work for possible exhibition in the gallery:

| | | |
|-----------|----------------------------------|-------------|
| August | Randy Kornblad | Pastel |
| September | Gloria Hawkins & Christina Ellis | Photography |

The Committee approved the application for Randy Kornblad. The Committee approved the application for Gloria Hawkins and Christina Ellis, pending staff verify the format of the artwork and that there is space to accommodate in the gallery.

2014 Budget Discussion

The Committee discussed the 2014 budget and provided recommended funding levels in all line items. The Committee made separate line items for VillageFest, JazzFest and Shooting Stars and added additional money to the marketing budget.

JazzFest Funding

The Committee noted that this item was discussed as part of the 2014 budget. The Committee budgeted \$1,500 for JazzFest.

Discuss VillageFest

Shelly requested that this item be continued to the March meeting.

The meeting was adjourned at 8:55 p.m. The next meeting will be March 19 at 7:00 pm.

Prairie Village Arts Council
Wednesday, March 19, 2014
7:00 p.m.
City Hall Multi-Purpose Room

Minutes

The Prairie Village Arts Council met at 7:00 p.m. in the City Council Chambers at City Hall. Members present: Shelly Trewolla, Chair, Truss Tyson, Jack Shearer, Art Weeks and Councilmember Ted Odell. Staff: Kate Gunja

Minutes

The minutes from the February 19, 2014 meeting were not approved due to lack of a quorum. This item will be continued to the April agenda.

Update from Donna Potts regarding 2014 Art Fair

Prairie Village Merchants Association representative Donna Potts attended the meeting to provide the Committee with an update on the 2014 Art Fair. The Art Fair will occur May 30-June 1 this year. Donna reported that there were 500 applications and approximately 100 were selected. Donna said that Shawnee Mission Medical Center is a sponsor this year and that the LiveBlue space next to Bruce Smith Drugs will be open. The same band as last year, Michael Beers, will play on Friday night and the band Blue Orleans will play on Saturday night. The Arts Council has typically helped financially with the band and part of the food.

Donna requested that the Committee help with the same things that they have in previous years. All volunteers should meet at the information booth.

| | |
|----------------|--|
| Friday, May 30 | 9:30 am, 2-3 volunteers needed to help set up the registration desk 5:30 pm, 4-5 volunteers needed to pass out wine and water |
| Sat, May 31 | 5:00 pm, 6+ volunteers need to pass out dinner, wine and water |
| Sun, June 1 | 10:30 am, 4 volunteers need to pass out sweet rolls |

Donna also provided an update on the tenants in the PV and Corinth Shops.

Financial Reports

Assistant City Administrator Kate Gunja reviewed the budget information with the Committee.

City Council Report

Councilmember Ted Odell provided an update of the March 3 Council Meeting. He reported that the March 17 Meeting was cancelled. At the March 3 Meeting, a concrete contract was approved, SUP/CUPs were discussed and what occurs in the event of a

Mayor's vacancy was discussed along with how the Council President is selected and if a procedure should be written.

Exhibit/Receptions

March Exhibit/Reception – CPII, March 14th, 6:30 - 7:30 pm

Art Weeks attended the reception. He said that it was very well attended.

April Exhibit/Reception - Lucinda Baker, April 11th, 6:30 - 7:30 pm

Shelly said that they would be available for the April reception and Wayne sent an email and said that he would be available.

Old Business

Tickets available for 2014 Shooting Stars Gala, March 30, 2014

Kate said that no members of the Arts Council had contacted her regarding the tickets available for the Shooting Stars Gala thus the tickets had been extended to the City Council. So far, 2 of the 6 available tickets are reserved.

Ribbon Cutting for Corinth Square Sculpture, April 24, 2014

Kate provided a copy of a tentative agenda for the ribbon cutting including the program, speakers who have already been confirmed, and promotions and information to include in various communications pieces. Jack Shearer said that he had contacted Spin Pizza today and that we were waiting to confirm this location for the reception site after the ribbon cutting.

Discuss Marketing (including possible guidelines for promotions of events)

Continued to April Agenda.

Discuss Children's Show

Continued to April Agenda

Discuss ways for Arts Council to expand

Shelly would like the members to continue to think of ways to expand offerings. Art brought up the idea of getting space at Standees to get some kind of limited release art film. Shelly wondered if there is any kind of short film contest for local artists.

One of the things Shelly would like to do is to develop some kind of way to showcase 3-D work. Shelly asked the members present to think of ideas of how to go about doing that.

New Business

Discuss VillageFest

Continued to the April agenda.

The meeting was adjourned at 7:55 p.m. The next meeting will be April 16, 2014 at 7:00 pm.

PRAIRIE VILLAGE ARTS COUNCIL
2014 Budget and Expenditures - As of 04/14/14

| DESCRIPTION | 2014 Budget | 2014 Actual to date | 2014 Balance to date | Notes |
|---|--------------------|---------------------|----------------------|-------------------------------------|
| INCOME | | | | |
| City Council Allocation | \$13,500.00 | \$13,500.00 | | |
| Art Sale Income | \$0.00 | \$807.38 | | January & March sales |
| PVMF Transfer (SOTA Sponsors & Marketing) | \$5,000.00 | \$0.00 | | Extra \$2,000 for marketing in 2014 |
| Total Income | \$18,500.00 | \$14,307.38 | | |
| EXPENSES | | | | |
| Art Purchases | \$500.00 | \$0.00 | \$500.00 | |
| Art Sales | \$0.00 | (\$726.66) | (\$726.66) | |
| Art Receptions | \$2,300.00 | (\$436.10) | \$1,863.90 | |
| Participation in Prairie Village Art Fair | \$2,000.00 | \$0.00 | \$2,000.00 | |
| VillageFest | \$350.00 | (\$350.00) | \$0.00 | |
| JazzFest | \$1,500.00 | (\$1,500.00) | \$0.00 | |
| Shooting Stars | \$1,000.00 | (\$1,000.00) | \$0.00 | |
| Marketing | \$2,000.00 | \$0.00 | \$2,000.00 | |
| Printing/Website | \$350.00 | \$0.00 | \$350.00 | |
| Juried Show | \$4,500.00 | \$0.00 | \$4,500.00 | |
| Juried Show Awards from Sponsorships | \$3,000.00 | \$0.00 | \$3,000.00 | |
| Contingency | \$1,000.00 | \$0.00 | \$1,000.00 | |
| Total Expenses | \$18,500.00 | (\$4,012.76) | \$14,487.24 | |

Register Report - Year To Date

1/1/2014 through 4/10/2014

4/10/2014

Page 1

| Date | Account | Num | Description | Memo | Category | Tag | Clr | Amount |
|-----------------------------|-----------------------|-----|-----------------|------|--------------|-----|-----|-----------------|
| BALANCE 12/31/2013 | | | | | | | | 1,917.77 |
| 1/31/2014 | Municipal Arts... DEP | | Bumper Stick... | | Donation | | | 5.00 |
| 1/31/2014 | Municipal Arts... DEP | | Interest Income | | Interest Inc | | | 0.10 |
| 2/28/2014 | Municipal Arts... DEP | | Interest Income | | Interest Inc | | | 0.09 |
| 1/1/2014 - 4/10/2014 | | | | | | | | 5.19 |
| BALANCE 4/10/2014 | | | | | | | | 1,922.96 |
| TOTAL INFLOWS | | | | | | | | 5.19 |
| TOTAL OUTFLOWS | | | | | | | | 0.00 |
| NET TOTAL | | | | | | | | 5.19 |

Register Report - Year To Date

1/1/2014 through 4/10/2014

4/10/2014

Page 1

| Date | Account | Num | Description | Memo | Category | Tag | Clr | Amount |
|-----------------------------|----------------|------|-----------------|--------------------|--------------|-----|-----|-----------------|
| BALANCE 12/31/2013 | | | | | | | | 4,250.69 |
| 1/13/2014 | Pave the Patio | DEP | Joan Roney | | Donation | | | 70.00 |
| 1/31/2014 | Pave the Patio | DEP | Interest Income | | Interest Inc | | | 0.23 |
| 2/20/2014 | Pave the Patio | DEP | Curly Design | | Donation | | | 35.00 |
| 2/20/2014 | Pave the Patio | Pymt | Paypal Fees | February 2014 Fees | | | | -1.07 |
| 2/28/2014 | Pave the Patio | DEP | Interest Income | | Interest Inc | | | 0.19 |
| 4/3/2014 | Pave the Patio | DEP | Joan P Roney | 1 Brick | Donation | | | 35.00 |
| 1/1/2014 - 4/10/2014 | | | | | | | | 139.35 |
| BALANCE 4/10/2014 | | | | | | | | 4,390.04 |
| TOTAL INFLOWS | | | | | | | | 140.42 |
| TOTAL OUTFLOWS | | | | | | | | -1.07 |
| NET TOTAL | | | | | | | | 139.35 |

Register Report - Year To Date

1/1/2014 through 4/10/2014

4/10/2014

Page 1

| Date | Account | Num | Description | Memo | Category | Tag | Clr | Amount |
|-----------------------------|-----------------|-----|-----------------|------|--------------|-----|-----|------------------|
| BALANCE 12/31/2013 | | | | | | | | 24,542.92 |
| 1/31/2014 | R.G. Endres ... | DEP | Interest Income | | Interest Inc | | | 1.33 |
| 2/28/2014 | R.G. Endres ... | DEP | Interest Income | | Interest Inc | | | 1.09 |
| 1/1/2014 - 4/10/2014 | | | | | | | | 2.42 |
| BALANCE 4/10/2014 | | | | | | | | 24,545.34 |
| TOTAL INFLOWS | | | | | | | | 2.42 |
| TOTAL OUTFLOWS | | | | | | | | 0.00 |
| NET TOTAL | | | | | | | | 2.42 |