

**MINUTES**  
**PUBLIC ART COMMISSION**  
**Thursday, March 20, 2014**  
Palo Alto Civic Center  
Council Conference Room  
250 Hamilton Avenue  
**7:00 p.m.**

**Commissioners Present:** Larisa Usich, Amanda Ross, Kathleen Kavanaugh, Ben Miyaji, Ally Richter, Trish Collins

**Commissioners Absent:** Vikki Tobak,

**Staff present:** Elise DeMarzo, Public Art Manager  
Nadya Chuprina, Public Art Assistant

CALL TO ORDER – The meeting was called to order at 7:04 pm by Chair Kavanaugh. Commissioner Trish Collins joined the meeting at 7:40

ORAL COMMUNICATIONS – Kimberley Lunt, of the City of Palo Alto Clerk’s Office, presented recruiting opportunities for the Public art Commission and distributed recruitment flyers.

ADDITIONS, CHANGES, REQUESTS, DELETIONS – Item 2 was tabled for a future agenda.

APPROVAL OF MINUTES – **Moved:** Vice Chair Myaji moved to approve the February 20 Minutes. **Second:** by Commissioner Richter. **All in favor.**

FINANCIAL REPORT - The CIP and Maintenance budgets were briefly discussed, including some clarifications regarding the CIP budget format. Commissioners proposed that an additional budget report for non CIP projects should be developed.

STAFF COMMENTS – DeMarzo updated the Commission on the ongoing recruiting opportunities for the Public Art Commission. DeMarzo reported on the status of the application process for the Pre-qualified Artist Pool. DeMarzo provided status updates on the website project development and subscriptions to enews. The statistical report shows a significant increase in website traffic and a steady increase in the number of newsletter subscribers. DeMarzo also announced to the Commissioners the Annual Youth Speaks Out exhibition that is held at the Palo Alto Art Center featuring artworks by Gunn, Paly and Jordan students.

**SPECIAL PRESENTATION**

1. Our Palo Alto – The City of Palo Alto Chief Communications Officer Claudia Keith presented the Our Palo Alto project. Keith presented main concepts and ideas behind the project. There was brief discussion regarding the ideas, opportunities and possibilities for collaboration between the City of Palo Alto and the PAC.

**ACTION**

2. Tony Discenza - approval of text for temporary installation downtown – the item was tabled until the April PAC meeting.
3. CIP Budget – Chair Kavanaugh led discussion regarding allocation of the remaining CIP funds towards the Public Art Master Planning process. Chair Kavanaugh and Vice-Chair Miyaji shared common practices and fees and provided examples from other public art programs that have gone through the master planning process. DeMarzo suggested that the more detailed insights into the planning process to be discussed at the upcoming retreat. **Motion:** Commissioner Usich moved that \$25,000 of the remaining CIP funds to be allocated towards the Master Planning process. **Second:** Vice Chair Miyaji seconded the motion. **All in favor.**

#### NON-ACTION

4. Joint Meeting with Council – Commissioners discussed the upcoming Joint Meeting with City Council, including the content, main points and duration of the PAC presentation to be presented. Commissioners agreed on the roles, topics and the order of speakers. The agenda and additional materials for the presentations to be completed and forwarded to the Council a week prior to the meeting.
5. City Hall New Media Artwork – Staff updated the Commission on the process for artist selection regarding the new media artwork for City Hall lobby. Staff held a selection panel meeting on March 10. The panel included architect Tom Bowe, IT Director Jonathan Reichenthal, Art Commissioner Ben Miyaji, new media artist Camille Utterback, and new media art manager from San Jose – Mary Rubin. There were 104 applicants, a pre-panel brought the number down to 29, the listed panelists here narrowed the field to 21 before the meeting last week. Five artists were chosen to create site specific proposals – Susan Narduli, Chris Doyle/Marina Zurkow, James Coupe, Wesley Heiss/Marek Walczak, and Nicholas Haafermas. The RFP was issued March 12th and proposals are due Monday April 14th. This diverse pool of artists is expected to yield exciting proposals for the City Hall site. The selection panel is scheduled to meet on Thursday, April 17th, and the results will be presented to the Commission that evening.
6. Subcommittee Reports – Commissioner Ross updated the Commission on the development status of the draft of subcommittees structure documents. Commissioner Usich proposed that the Commission and staff should prioritize what documentation should be developed first to assist new commissioners to get in-depth understanding of the PAC policies, PAP procedures and collection in a most efficient way. These guidelines should facilitate a more cohesive workflow between the PAC and staff. Chair Kavanaugh presented the updates of the Outreach Subcommittee and led a discussion about the committee’s role as advocacy and ambassadorship for the PAP. Chair Kavanaugh noted that additional funds out of the CIP budget allocated to the Public Art master Plan would facilitate the outreach and community engagement strategies in the future. Chair Kavanaugh presented to the Commission the Innovation presentation prepared by Commissioner Tobak. Ad-Hoc committee had no monthly updates.

ANNOUNCEMENTS – Chair Kavanaugh made an announcement and asked the Commissioners to consider extending their current terms if the new Commissioners are unable to start their duties in April.

FOR YOUR CALENDAR

Next Meeting: Thursday, April 10, 2014, Council Conference Room

Joint Meeting with Council: Monday, April 7, 2014, 6:00, Council Conference Room

Women's Club Painted Chairs Project: March 28, 5-7PM

ArtMRKT – May 15-18 San Francisco

Silicon Valley Contemporary Fair – April 11-13, San Jose

ADJOURNMENT- The meeting was adjourned at 9:09PM.