



## ARTS COMMISSION



### AGENDA

**Tuesday December 10, 2024**

**3:30 P.M.**

This meeting includes in-person and virtual participation.

Calapooia Room, City Hall

333 Broadalbin Street SW

<https://us06web.zoom.us/j/83342491623?pwd=0yHgwHlIQxRIOiQGdJ1sF0Z9kCxXGk.1>

**You can also dial in using your phone: +1 253 215 8782 Meeting ID: 833 4249 1623 Passcode: 110223**

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak.

If participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off.

If disruption continues, the participant(s) will be removed from the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. BUSINESS FROM THE PUBLIC

*Persons wanting to provide comments may:*

- 1- *Email written comments to [alocia.doyle@albanyoregon.gov](mailto:alocia.doyle@albanyoregon.gov), including your name, before noon on the day before the meeting.*
- 2- *To comment virtually during the meeting, register by emailing [alocia.doyle@albanyoregon.gov](mailto:alocia.doyle@albanyoregon.gov) before noon on the day before the meeting, with your name. The chair will call upon those who have registered to speak.*
- 3- *Appear in person at the meeting and register to speak.*

4. APPROVAL OF OCTOBER 8, 2024, MINUTES [PAGE 2-4]

5. SCHEDULED BUSINESS

a. Discussion Items

- 1) Upcoming Local Art Events-Lohse
- 2) Public Art Guidelines-Lyddane
- 3) Donated Artwork-Lyddane
- 4) Arts Commission SharePoint-Lyddane
- 5) Funding 1st Fridays 2025-Lohse
- 6) Council Chamber Tapestry Change-Lohse
- 7) City Hall Plaque Old & New-Lohse

6. BUSINESS FROM THE MEMBERS

7. STAFF UPDATES

8. NEXT MEETING DATE: Tuesday, January 14, 2024

9. ADJOURNMENT

*This meeting is accessible to the public via video connection. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: [alocia.doyle@cityofalbany.gov](mailto:alocia.doyle@cityofalbany.gov) or call 541-917-2760. Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the city website.*

[albanyoregon.gov](http://albanyoregon.gov)





**MINUTES**

Tuesday, October 8, 2024

3:30 p.m.

Calapooia Room, City Hall/Hybrid

Approved: Draft

Call to Order:

Keith Lohse called the meeting to order at 3:31 p.m.

Roll Call:

Members present: Keith Lohse, Nolan Streitberger, Leesa Bright, Maddie MacGregor, Carolyn McLeod, Amanda Dant (joined 3:45 p.m.)

Members absent: Wanda Buck (excused)

Staff present: Kim Lyddane, Parks and Recreation Director

Others present: None.

Business from the Public 3:31 p.m.

None.

Approval of September 10, 2024, Minutes 3:32-3:33 p.m.

MOTION: McLeod motion to approve. Streitberger seconded, motion passes 5-0.

Scheduled Business

DISCUSSION ITEMS 3:33-3:34

- a. Upcoming Local Art Events-Lohse  
None brought to the meeting.
- b. Change of Gallery Exhibitions Proposal- Bright 3:34- 4:11  
Bright drafted proposal to Commission to alter exhibit times for City Hall Gallery. Doing monthly change over for the last three years. Time consuming to coordinate monthly. Recommend doing three-four month exhibits instead. Discussion regarding benefits of extended Gallery exhibits. Give more time for people to see exhibit and more time to promote. Brief discussion followed. Would like to continue monthly. Look at 2025 schedule to determine proposed First Friday dates. Discussion of spreading duties between two Commissioners (one to coordinate and one to install). Look at different way of doing Call for Artists and scheduling for the year. AVA, ADA, Galleries, Linn County Cultural Coalition, Connections newsletter. Discussion of needing to recruit volunteers to

help with first Friday reception (reach out to high school students). Schedule volunteer shift for installation and reception for all of 2025. Do reception set up training for full Commission. Will revisit at November meeting.

MOTION: McLeod motioned to change rotation to every two months instead of one month starting January 2025. Streitberger seconded the motion, motion passes 4-1 (Lohse).

- c. Arts Commission SharePoint- Lyddane 4:11- 4:14 p.m.  
This was not discussed due to technical difficulties.
- d. Public Art Guidelines- Lyddane 4:15- 4:16 p.m.  
Will review sections over the next six months for proposal to Council.
- e. Fundraising and Marketing Materials- MacGregor 4:16- 4:31 p.m.  
Brochure finalized and printed. Matt to connect with Keith. Commissioners to take this material to hand out as they know folks. Wanda has been taking photos of the receptions. Look at next meeting. Needs more Art on it. Thinking about march flea market at as fundraiser. Maddie to apply. Possibly look for funding through the Oregon Community Foundation. Mayor suggested new art behind the dias. Look at cleaning the tapestry?

List of things we wished we could do if we had more time and money and volunteers

- Art behind dias
- Mural
- Community art project
- Receptions
- General art in facilities
- Public art preservation

- f. Award Nominations- Lohse 4:31-  
Discussion of nominations. Inventing as we go. Review and cast a vote.  
Individual EH: Nolan, Carolyn, Keith and SL: Amanda, Leesa, Maddie  
Event:  
GC: Nolan  
AAC:  
DBP:  
LCC: Maddie  
ACT: Caroyln, Keith, Leese, and Amanda  
Carousel:

MOTION to approve the award slate: Letter to notify about nomination. Letter to those nominated.

Dant motioned to approve the award slate. McLeod seconded, motion passes 5-0.

- g. Final Review of Council Presentation- Lohse  
 October 21 at 4pm.  
 Presentation still in development using the information provided by Commission members. Will start tracking volunteer hours monthly.

ACTION ITEMS

- 1) City Hall Gallery Artists- Approval of New Submissions 4:59-  
 Brief discussion followed and a motion was made.  
 MOTION: Nolan motioned to approve artists. McLeod seconded, and it passed 5-0.

Business from the Commission 5:00 p.m.

Dant play at West pull information from the website. ACT is doing Evil Dead.  
 Maddie Corvallis Art Center show.  
 Lohse do we need to pick a different time to meet? Brief discussion followed.

Staff Updates

None.

Next Meeting Date

The next regularly scheduled meeting is on Tuesday, November 12, 2024.

Adjournment

Hearing no further business, Keith Lohse adjourned the meeting at 5:05 p.m.

Respectfully submitted,

Reviewed by,

Kim Lyddane,  
Director

Alocia Doyle,  
Adult Recreation Assistant

\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cityclerk@albanyoregon.gov](mailto:cityclerk@albanyoregon.gov).



# **1. INTRODUCTION & PURPOSE**

The Albany Arts Commission was created by Albany City Council in January 1997 after the new City Hall was constructed. The Commission believes that art enriches the physical, economic, social and cultural well-being of the community. The Commission was created to:

- Manage the City Hall Arts Master Plan
  - Oversee rotating and changing exhibits
  - Raise funds for the purchase of additional artworks
  - Select or reject artwork offered to the City through donations or purchase
  - Maintain a permanent exhibit at City Hall
  - Provide guidance to the City Council on public art in Albany
- Provide guidance to the City Council on public art in Albany
- Carry-out other art opportunities as approved by City Council

The Commission provides opportunities to increase awareness, appreciation, knowledge and education of public art by developing a sense of place, community pride and identity through the creation of new works. Public art provides an opportunity for artists to reach creative solutions to aesthetic opportunities.

The art collection of Albany is held in trust for the public. It seeks to engage people and capture the essence, diversity and personality of the City of Albany. The art collection complements the City's mission of providing quality public services for a better Albany community. The guidelines contained in this document define how the collection shall be developed and maintained, as well as how the City shall proceed with its public art initiatives.

## **2. MAINTENANCE OF THE PUBLIC ART COLLECTION**

### **2.1 Cataloguing the Collection**

The Albany Arts Commission as established by Resolution 3740 in 1997 and amended by City Council in 2023 with Resolution 7203, shall ensure that there is a current listing of all holdings in the City of Albany Public Art Collection, including all pertinent information such as title, artist, medium, accession date, placement and other information. In addition, the Albany Arts Commission shall, where appropriate, create catalogs describing the collection and make them available to the public.

### **2.2 Periodic Review**

The Albany Arts Commission shall annually review all holdings in the art collection. During this review, the commission shall inventory the collection, examine the condition of each piece to determine any restoration or preservation needs, and examine the display or storage conditions of each piece. The review periodically estimates the value of each piece for insurance coverage and the City's fixed asset inventory. In addition, the Albany Arts Commission shall update the current listing of all holdings in the art collection catalogue.

### **2.3 Maintenance of Collection**

The Albany Arts Commission shall be responsible for the performance of all repairs, cleaning, labeling, etc. that may be necessary to maintain the public art collection. Should repairs to art in the collection be necessary, the committee shall coordinate the repair with professional services, volunteers or City staff, based on consultation with the artist and/or the maintenance plan on record.

City departments shall notify the appropriate City staff commission representative immediately if a work of art is either damaged or stolen, or if the participating department plans to move the art to another location or in any way disrupt the work of art.

### **2.4 Maintenance Instructions**

When the City purchases, displays, or creates a new work of art, the artist shall be required to submit a maintenance plan and instructions to be kept on file by City staff. These instructions shall outline cleaning methods and materials for the artwork as well as a timeline and plan for regular maintenance of the work. The instructions shall be kept on file with the Albany Arts Commission and City staff.

### **2.5 Placement of Works of Art**

While it is the intent that site specific works will remain in the site for which they were created, a piece may be moved if circumstances dictate. A reasonable effort shall be made to notify the artist in advance of the move.



THE CITY OF ALBANY  
AND THE ARTS COMMISSION HONORS THE  
FOLLOWING PEOPLE AND BUSINESSES  
FOR THEIR GENEROUS CONTRIBUTIONS IN  
SUPPORT OF PUBLIC ART IN ALBANY:

DONORS

Steve and JoLee  
Bryant

Shirley and Ray  
Hilts

PATRONS

Don Bacher

Eads Broadcasting

Bill and Irene  
Coburn

Bill Gillham

Dorothy Hagerty

Pacific Power

The Families of  
Rod & Randy Tripp

Turf Merchants

Ruth McDowell

Will Mater  
Framing

BENEFACTORS


Albany  
Democrat-Herald

Bruce and Margery  
Senders

**From:** [City of Albany](#)  
**To:** [Doyle, Alocia](#)  
**Subject:** Call-to-artists for Albany City Hall display space [#164]  
**Date:** Monday, November 11, 2024 11:26:04 AM

---

**[WARNING! This email came from outside our organization. Do NOT click unknown attachments or links in email.]**

Name or contact for group/guild *	Peggy Sharrow
Email *	<input type="text"/>
Address *	<input type="checkbox"/>
Primary Phone *	
Secondary Phone	
Is the work that you plan to show created by you? *	Yes
Are any pieces AI generated? *	No
Artist's statement or bio that could be shared in marketing *	I have been doing something with a needle and thread since about the age of 4. I have also been drawing since I was very young. I am inspired by materials, threads, fabrics, special papers, etc. Fiber is my main medium. Landscapes, flowers, trees and animals are my main inspirations. My work ranges from 4" X 4" to 18" X 14"
Estimated total number of pieces in exhibit *	18
Typical size of pieces in exhibit *	18 – 24
Months you are available to exhibit in the current year: *	<ul style="list-style-type: none"><li>Nov</li></ul>
Are you open to exhibiting with another artist per Albany Arts Commission discretion? *	Yes
Have you displayed work at City Hall in the past? *	No
Sample Image 1 *	 <a href="#">009.jpg</a> 5.79 MB · JPG
Sample Image 1 (title, media, size, year created) *	Kelp Forest Stroll, fiber, 18" X 24",2019



Sample Image 2



[011.jpg](#)  
5.54 MB · JPG

Sample Image 2 (title, media, size,  
year created)

Jelly Dancing, fiber, 18" X 24"

Sample Image 3



[003.jpg](#)  
5.93 MB · JPG

Sample Image 3 (title, media, size,  
year created)

Birtch Trees in Winter, fiber, 4" X 4", 2024

Sample Image 4



[img\\_20240808\\_104412.jpg](#)  
1.43 MB · JPG

Sample Image 4 (title, media, size,  
year created)

Butterflies, fiber, 8" X 8", 2023

Sample Image 5



[img\\_20240524\\_110847.jpg](#)  
1.25 MB · JPG

Sample Image 5 (title, media, size,  
year created)

Amaryllis!, fiber, 18" X 24", 2017

---

**DISCLAIMER:** This email may be considered a public record of the City of Albany and subject to the State of Oregon Retention Schedule. This email also may be subject to public disclosure under the Oregon Public Records Law. This email, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you have received this communication in error, please notify the sender immediately and destroy all copies of the original message.











