



Agenda

ARTS COMMISSION

Tuesday, October 9, 2018

City Councilors' Conference Room, 200 Lincoln Avenue

505-955-6707

5:00 PM

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a) September 10, 2018
5. Report of the Chair
6. Report of Director
7. Updates and Reports
 - a) Art in Public Places
 - i. Report on Upcoming "Exquisite Corpse" Exhibit at Community Gallery
(Rod Lambert, Community Gallery Manager, rdlambert@ci.santa-fe.nm.us, 955-6707)
 - ii. Update on "Santa Fe Gateway" Public Art Installation at Larragoite Park
(Jackie Camborde, Arts Services Coordinator, jncamborde@ci.santa-fe.nm.us, 955-6707)
 - iii. Update on Community Supported Art Project through Community Gallery
(Rod Lambert)
 - b) Culture Connects
 - i. Update on "Storymaps" Project by Santa Fe Art Institute
(Debra Garcia y Griego, Director, degarcia@ci.santa-fe.nm.us, 955-6707)
 - ii. Update on "Object Stories" Project by Little Globe
(Debra Garcia y Griego)
 - c) Report on 2018 Santa Fe Summer Youth Passport Program
(Jackie Camborde)
8. Action Items
 - a) Request for Approval of 2019 Arts Commission Meeting Schedule (Debra Garcia y Griego)
 - b) Request for Approval of Revised Poet Laureate Program Guidelines (Debra Garcia y Griego)
 - c) Request for Approval of Partnership with Witter Bynner Foundation, Arts Commission to Serve as Civic Partner for Santa Fe's Participation in National Youth Poet Laureate Program (Debra Garcia y Griego)
9. Adjourn

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520 five (5) working days prior to meeting date.

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: 10/01/2018

TIME: 9:24 AM

Call to Order	Chair, Chip Chippeaux, called the Arts Commission meeting to order at 5:00 pm in the City Councilor's Conference Room. Roll call reflects a quorum.	Page 1
Approval of the Agenda	<i>Mr. Vallo moved to approve the agenda as presented, second by Ms. Hnasko, motion carried by unanimous voice vote.</i>	Page 1
Approval of Minutes	<i>Page 2, 1st paragraph: Behind Matthew's Don Kennell's sculpture...</i> <i>Page 4-6 Kathlene Ritehie (Ritch)</i> <i>Ms. Hnasko moved to approve the minutes of August 13, 2018 as amended, second by Mr. Hanna, motion carried by unanimous voice vote.</i>	Page 1
Report of the Chair	Informational	Page 1
Report of the Director	Informational	Page 2
Updates and Reports Art in Public Places Santa Fe Gateway Ignite Program The Collection – Artwork from College of Santa Fe Flood Update Culture Connects Poet Laureate	Informational	Page 2-3
Action Items: Request for approval of Community Gallery Youth Art Exhibits for Spring 2019 Request for approval of Public Art Donation for the Southside Library: The Tree of Knowledge Request for approval of use of \$100,000 of Lodgers' Tax for the Arts Fund balances for TOURISM Santa Fe Visual Arts Marketing Initiative	<i>Ms. Trujillo-Martinez moved to approve Community Gallery Youth Arts Exhibits for Spring 2019: Unlocked Minds, second by Ms. Hnasko, motion carried by unanimous voice vote.</i> <i>Ms. Hnasko moved to approve the Public Art Donation for the Southside Library: The Tree of Knowledge by Jorge Luis Bernal, second by Mr. Hanna, motion carried by unanimous voice vote.</i> <i>Mr. Hanna moved to propose that we give \$75,000 from Lodgers' Tax for the Arts fund balance and that it is assured that all appropriate laws are followed and that an additional requirement is TOURISM Santa Fe give 2 reports within the year to the Arts Commission and that this be a one-time allotment, second by Ms. Hnasko, motion carried by unanimous roll call vote. 5 in the affirmative.</i> <i>Exilda Trujillo-Martinez, Alex Hanna, Adelma Hnasko, Bernadette Ortiz-Pena and Brian Vallo = Yes</i>	Page 3 - 4

	<p>Amendment: to assure that TOURISM Santa Fe matches the fund.</p> <p><i>Mr. Vallo moved to accept the amendment, second by Exilda Trujillo-Martinez, motion carried by unanimous voice vote.</i></p>	
Adjourn	<p><i>There being no further business to come before the Arts Commission the Chair called for adjournment at 5:45 pm</i></p>	Page 4

ARTS COMMISSION
Monday, September 10, 2018
City Councilor's Conference Room
5:00 PM – 5: PM

MINUTES

1. Call to Order

Chair, Chip Chippeaux, called the Arts Commission meeting to order at 5:00 pm in the City Councilor's Conference Room. Roll call reflects a quorum.

2. Roll Call

Present:

Chip Chippeaux, Chair
Exilda Trujillo-Martinez
Alex Hanna
Adelma Hnasko
Bernadette Ortiz-Pena
Brian Vallo

Not Present:

Kathlene Ritch
Ashlyn Perry

Staff Present:

Debra Garcia y Griego, Director, Arts Commission
Jackie Camborde, Program Planner, Arts Commission
Rod Lambert, Gallery

Others Present:

Fran Lucero, Stenographer

3. Approval of Agenda

Mr. Vallo moved to approve the agenda as presented, second by Ms. Hnasko, motion carried by unanimous voice vote.

4. Approval of Minutes – August 13, 2018

Page 2, 1st paragraph: Behind Matthew's Don Kennell's sculpture...

Page 4-6 Kathlene Ritchie (Ritch)

Ms. Hnasko moved to approve the minutes of August 13, 2018 as amended, second by Mr. Hanna, motion carried by unanimous voice vote.

5. Report of the Chair

Mayor's Art Awards with the Mayor

Chair Chippeaux noted the names of the Nominating Committee:

Brian Vallo, Kathlene Ritch, Debra Garcia y Griego, Chair Chip Chippeaux and a prior year person.

6. Report of Director

Keeping up on the theme of the Mayor's Arts Awards, she expressed her thanks to those members who reviewed the applications. The Mayor has asked for significant changes to the format of the event. Based on the timeline for the Mayor's Art Award changes it was mutually agreed that the date will change to late winter or early spring. Mr. Hanna asked if there was anything that would be questioned about the 2018 Award if it wasn't held in 2018. Ms. Garcia will research but does not feel that the date change will affect the event if delayed.

Ms. Garcia y Griego noted that Ms. Catherine Kline has resigned and gone back to teaching at a local Santa Fe school. Her position will be posted.

7. Updates and Reports

a) Art in Public Places – Rod Lambert

- Santa Fe Gateway Ignite Program Update (Jackie Camborde)
The post holes will be done by next week and as details get closer to completion of installation, Ms. Camborde will provide more information on any media announcements.
- The Collection: Artwork from the College of Santa Fe (Rod Lambert)
The exhibit has opened; a cross work from the collection at the College of Santa Fe. This was a quick filler show and it seems to be well received and visitors are remarking about how beautiful a show it is. The community is commenting in a positive way. The Chair asked if this would be something we would do on an annual or bi-annual basis? Mr. Lambert said there would be extensive planning and work to be done on any future exhibits. Mr. Vallo said it is a perfect time to continue dialogue on the art in this collection; we could possibly invest in research to obtain more information for a future show.
- Flood Update
Ms. Garcia y Griego recently spoke about the flood damages. There were two pieces at the College of Santa Fe, one was donated to the city and one was a student's piece of work that was severely damaged. The City's structural engineer went out to evaluate the two damaged pieces; one will be removed and not restored and the second will make its way to Art in Public Places for review. At last meeting Ms. Camborde talked about the creation of a community fund, it did come to fruition through the Santa Fe Community Foundation. It is called Fund for the Flood, please go in and make your donation. Thank you Ms. Camborde.

b) Culture Connects – Jackie Camborde

- Southside Summer – (Debra Garcia y Griego)
Southside summer has been extended through September 30th. The Public Art Instagram, Back to School Bash and Posole Competition through Earth Care are events that students are putting together. This will all be held on September 30th. A report will be created by Ms. Garcia y Griego and Ms. Camborde as the outcome and satisfaction of the community will probably have an ask to do next year.

c) Poet Laureate (Debra Garcia y Griego)

Ms. Garcia y Griego reported on the valuable contacts and participants along with Commissioner Hnasko on the Poet Laureate program. Those involved are very active and have knowledgeable contacts in the community with the poets. Guidelines will continue to be worked on for the program.

Ms. Trujillo-Martinez asked if there was any discussion regarding a Youth Poet Laureate.

Ms. Hnasko said yes, she researched and received great information from New York. It is her understanding that no one from the Southwest has participated to date. More information to follow.

8. Action Items

- a) Request for approval of Community Gallery Youth Arts Exhibits for Spring 2019: Unlocked Minds (Rod Lambert)

There were 8 applications, Unlocked Minds was selected, and they are a new nonprofit 501(C) 3 organization that facilitates cost-free, immersive, multidisciplinary arts programs that offer alternative pathways for healing, self-expression, and educational engagement among New Mexico's youth. They have a great opportunity for outreach to the community. Ms. Hnasko said their approach is very accessible, fresh and interesting and it is new.

Ms. Trujillo-Martinez moved to approve Community Gallery Youth Arts Exhibits for Spring 2019: Unlocked Minds, second by Ms. Hnasko, motion carried by unanimous voice vote.

- b) Request for approval of Public Art Donation for the Southside Library: The Tree of Knowledge by Jorge Luis Bernal (Rod Lambert)

Ms. Hnasko moved to approve the Public Art Donation for the Southside Library: The Tree of Knowledge by Jorge Luis Bernal, second by Mr. Hanna, motion carried by unanimous voice vote.

Comment from Mr. Brian Vallo: I think the caliber of projects and the way they are evolving with the staff that we have and responsiveness of the community, I am grateful that the community is responding and engaging the art that we have in the community. I am enjoying my role in both committees, and attribute this to the leadership from Ms. Garcia y Griego and the Chair, Chip Chippeaux. Sentiment echoed by the Arts Commission members, thank you.

- c) Request for Approval of Use of \$100,000 of Lodgers' Tax for the Arts Fund balances for TOURISM Santa Fe Visual Arts Marketing Initiative (Randy Randall)

Ms. Garcia y Griego provided an update to this request and noted that she has answered questions received from the Commission members.

Mr. Hanna moved to propose that we give \$75,000 from Lodgers' Tax for the Arts fund balance and that it is assured that all appropriate laws are followed and that an additional requirement is TOURISM Santa Fe give 2 reports within the year to the Arts Commission and that this be a one-time allotment, second by Ms. Hnasko, motion carried by unanimous roll call vote. 5 in the affirmative.

Exilda Trujillo-Martinez, Alex Hanna, Adelma Hnasko, Bernadette Ortiz-Pena and Brian Vallo = Yes

Amendment: to assure that TOURISM Santa Fe matches the fund.

Mr. Vallo moved to accept the amendment, second by Exilda Trujillo-Martinez, motion carried by unanimous voice vote.

Mr. Vallo: I would like to ask that in addition to what Mr. Hanna has proposed for the criteria, that there be a checks and balance on how the fund is used and a list of the types of acquisitions. Is it possible to have representation or input on what is acquired with these funds?

Ms. Garcia y Griego: Previous conversations and the sense of the group were to provide the funds to TOURISM Santa Fe to run this program. The Director has been asked to be involved in the process.

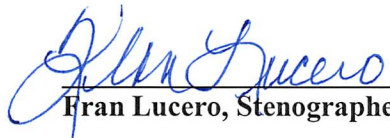
Mr. Hanna stated that the interim report would provide the update and provide the Arts Commission and opportunity to comment at that time.

9. Adjourn

There being no further business to come before the Art Commission the Chair called for adjournment at 5:45 pm.

Signature:

Chip Chippeaux, Chair



Fran Lucero, Stenographer



THE CITY OF
SANTA FE

arts
commission

**PROPOSED
2019 ARTS COMMISSION MEETING SCHEDULE**

Monthly meetings

Meetings begin at 5:00 p.m. in the City Councilors' Conference Room, City Hall, 200 Lincoln Avenue.

- **Monday, January 14, 5:00 PM**
- **Monday, February 11, 5:00 PM**
- **Monday, March 11, 5:00 PM**
- **Monday, April 8, 5:00 PM**
- **Monday, May 13, 5:00 PM**
- **Monday, June 10, 5:00 PM**
- **Monday, July 8, 5:00 PM**
- **Monday, August 12, 5:00 PM**
- **Monday, September 9, 5:00 PM**
- **Tuesday, October 15, 5:00 PM***
- **Tuesday, November 12, 5:00 PM***
- **Monday, December 9, 5:00 PM**

***Meeting on Tuesday due to Monday holiday.**

All meeting dates, times and locations are subject to change.

2018 Poet Laureate Program for the City of Santa Fe, New Mexico
Final Draft v2 of 09/27/18

Perhaps no city in the United States can claim a greater proportion of its citizens who write, read and love poetry than Santa Fe. It is to recognize and celebrate the importance of poetry in our community that the City of Santa Fe Arts Commission established the position of Poet Laureate in 2005. By honoring a talented and dedicated poet in this public way, the Commission envisions the Poet Laureate as one who will find ways to weave the poetic arts even more widely into the fabric of Santa Fe life.

Objectives

The objectives of the program are to:

- Advocate for and raise the visibility of poetry in the community
- Increase the connection of poets to the public
- Provide recognition of the literary arts by the City of Santa Fe
- Foster poetry learning, both formal and informal
- Offer a platform for interdisciplinary arts and cross-sector pollination and partnerships

Duties

Poet Laureate is a two-year honorary position whose focus is advancing the Poet Laureate Program Objectives. Broadly, the Poet Laureate's duties center in four areas:

- Arts Learning/Education
- Collaboration/Community Building
- Civic/Ceremonial
- Creative Endeavors

The Poet Laureate will:

- Read poems for civic ceremonies, occasionally and as mutually agreed upon
- Represent the Poet Laureate program at various events and serve as an ambassador for poetry
- Offer advice, feedback and assistance to the City in matters related to the literary arts
- Provide a written report at the conclusion of her/his term.

In addition, each Poet Laureate will:

- Determine a specific project, event or initiative he or she wishes to undertake. Examples of Poet Laureate activities might include organizing readings or events; workshops for the public; developing learning opportunities for youth in or out of school; building projects that cross-fertilize art forms (e.g. dance based on poetry, poetry-inspired visual arts, etc.); etc.
- Each year, author at least one poem inspired by the city of Santa Fe and its history, traditions, people, cultures and/or uniqueness. The Poet Laureate may author the poem herself/himself, in collaboration with other poets, or in partnership with the community.

Eligibility

Individuals must meet all of the following requirements:

- Have a compelling portfolio of published work
- Demonstrate an established history of activity in the greater Santa Fe literary community, i.e. readings, publications, public presentations, etc.
- Be a current resident of Santa Fe County
- Have lived in Santa Fe County for at least three years
- If selected be able to obtain a New Mexico CRS number and City of Santa Fe Business Registration as well as sign an agreement with the City
- Depending on the type of special project, event, initiative, etc. selected by the Poet Laureate, proof of insurance coverage may also be required. (This requirement will be discussed in-depth with the selected Poet Laureate based on the specifications of her/his proposed project.)
- Poet Laureate must abide by the Code of Conduct, available upon request.

Term of Service

The Poet Laureate is a two-year honorary position. Individuals may not serve back-to-back terms; there is a four-year waiting period before she/he is again eligible for nomination. If a Poet Laureate cannot fulfill her/his contract due to extended illness, relocation or other circumstances, the City will select a replacement to fill the remainder of the term from previous nominations.

Copyright and Licenses

The Poet Laureate expressly reserves every right available in common law and under the Federal Copyright Act. The City requests a copyright license in perpetuity to publish and distribute poetry created as part of the Poet Laureate's agreement for noncommercial purposes, including City-related advertising, brochures, media, etc. The City also requests permission to reprint poetry created under the agreement for the purposes of soliciting financial support for the Poet Laureate program.

Honorarium

The Poet Laureate will receive a \$5,000 per year honorarium, inclusive of applicable taxes, payable on a quarterly basis. Issuance of the final payment will occur upon approval of the written final report.

Nomination Requirements

Any individual living in Santa Fe County may nominate a poet for consideration. Self-nominations are not eligible. The following items are required for nomination:

- Letter of nomination stating why nominator believes the poet merits the title of Santa Fe Poet Laureate and believes she or he is able to represent the City of Santa Fe (one page max.)
- Letter of interest from nominated poet including a description of her/his interest in the position and a brief statement of the special initiative she/he proposes undertaking (one page max.)
- Biographical information for the poet (one page max.)
- Resume or curriculum vitae for the poet (three pages max.)

- Bibliography of published works (two pages max.)
- Previous awards and/or recognitions (one page max.)
- Samples of original poetry. If poet writes in a language other than English, please submit the original poem with an English translation. (Five poems max. within a seven-page limit)
- Video or audio samples of poet reading her/his work. Submit files on a USB drive (.mp3, .mp4, etc.) or provided as links to websites (e.g. YouTube, Vimeo, etc.)

We cannot return nomination materials; submit copies only.

Selection

A review of all nominations will occur to ensure eligibility and completeness. Incomplete nominations are not eligible. A panel consisting of a City of Santa Fe Arts Commissioner and up to four other individuals will review eligible nominations. The Panel members should have:

- Expertise in the literary arts field
- Reflect diversity of age, ethnicity, background etc.

Past Poet Laureates may serve as panel members.

The panel will evaluate nominations based on:

- Quality of poetry
- Suitability of the work for civic use
- Literary recognition as evidenced by publications, awards and recognitions
- Engagement in past projects that involve poetry.

At its discretion, the panel may conduct interviews with up to three finalists. The interviews may include five-minute readings by the candidate and/or more detailed discussions regarding her/his proposed special initiative.

National Youth Poet Laureate Program

Become a Partner

Urban Word works closely with your leadership to help facilitate and galvanize the relationships needed to not only launch this program, but also to provide support and secure the platforms needed to champion youth young writers. We know nonprofits are often understaffed and under-resourced, so we have intentionally designed the program to be easy to launch and manage with the following areas and provide partnerships with the leading national literary arts organizations. For more information, please contact Dr. Camea Davis at camea@urbanwordnyc.org.



Management Toolkit

Download our application, for an example of student submissions here. We'll also provide you with promotional material, consultation on program design, manual, and key documents to completely launch program.



Judging

We help to provide judging rubrics and systems that help celebrate both artistic excellence and civic engagement. We assist in identifying local writers and judges of interest. Local judges have included Juan Felipe Herrera, Luis Rodriguez, Kevin Powell, Chirlane McCray, and Billy Collins.



Curriculum

Creatively Civic: A Civic Engagement & Poetry Curriculum is a program curriculum that encourages civic engagement and discourse, as well as guides students through the process of creating powerful CVs and resumes.



Promotion

We provide you with a custom logo, flyer design for launching the contests, event program for the finals event, and other documents. We reach out to various spaces of power and governance as well as media on your organization's behalf to make sure your youth gets the exposure they deserve; and we consult you on organizing your local program and performance tour for the laureate and ambassadors.



Publication

Your organization will get 10 National Youth Poet Laureate Anthologies published by Penmanship books. Additional books will be provided at cost by Penmanship Books.