

URBANDALE PUBLIC LIBRARY ART GALLERY COMMITTEE MINUTES

April 12, 2023

MEMBERS PRESENT: Emma Thomas-McGinnis, Charlotte Saliers, Ted Saliers, Irene Cameron, Larry Kusmaul, Sandy Kusmaul

MEMBERS ABSENT: Julie Dyche, Ann Koopal, Laura Travnicek

STAFF PRESENT: Nicholas Janning, Brianna Ryan, Staci Stanton

CITIZENS PRESENT: None

CALL TO ORDER: Nicholas called the meeting to order at 6:00 p.m.

APPROVE AGENDA: Emma asked to add a discussion item regarding the art gallery newsletter and Charlotte wanted to include an update on our supplies. The committee approved the agenda.

APPROVE MINUTES: The committee reviewed and approved the January minutes.

CITIZENS FORUM: None

APPROVE TREASURER'S REPORT: The committee reviewed and approved the report.

1. NEW BUSINESS

- a. Description of positions and election of officers
 - i. President (lead the committee and help prepare meeting agendas)
 - ii. Vice-President (assist the President)
 - iii. Secretary (maintain membership list of the committee)
 - iv. Treasurer (receiver and review expense reports, as prepared by staff)

Nicholas described the officer positions to be filled and asked if anyone would like to volunteer to be President. Emma nominated Charlotte and offered to be her Vice President. Charlotte accepted the position of President and Emma accepted the position of Vice President. Charlotte then nominated Ted for the position of Secretary, and he accepted. Larry and Sandy nominated Irene to be Treasurer and she accepted.

2. STAFF REPORT

- a. Update on Public Art Committee (PAC) concerts

Nicholas shared that the PAC has scheduled two out of the six to eight Spring - Fall concerts. The first one will take place on April 23 and another one has been planned for July 16. The Art Gallery has been working to schedule the art receptions through the rest of the year so that PAC can better plan their concerts to align with our receptions. Art Gallery artists seem receptive to planning out farther in advance, making this a fairly easy partnership to have with PAC.

- b. Upcoming reception schedule
 - i. Iowa Watercolor Society- April 30
 - ii. Kelene Mlove- no reception
 - iii. Ethan Edvenson- still flexible if PAC has an opportunity to align with one of the Sunday's during his exhibit- otherwise he will pick August 6
 - iv. Naomi Friend- having baby in July so leaning toward later date- September 7 or October 1

- v. Weavers & Bill Allen- October 22
- vi. Gary & Kathleen Hoard- open to any of the dates- November 27, December 3, 10, or 17

c. Upcoming removal of wallpaper and painting of library (including art gallery hallway)

The library will be removing the wallpaper and painting the walls in the art gallery and a few other spaces during the month of May. Due to the time constraints of the painters library staff were just informed this week that the painting in the art gallery would be happening the week of May 1. This means the artwork in the gallery will need to be removed during that time and then reinstalled.

The committee discussed what would be the best approach to insure minor disruptions for the Iowa Watercolor Society (IWS) exhibit. IWS has their art reception scheduled for Sunday, April 30, and the committee plans to take down the artwork following the reception as the painters will be coming in on Monday morning. We have tote bins and flat sections of cardboard to place between the art pieces and safely store the art.

The painters hope to be done with the art gallery hallway by Wednesday, May 3. Committee members plan to come in on Friday, May 5 to put the artwork back up.

Library staff have noticed many of the library tags aren't sticking to the wall very well. After the wallpaper is taken down and the walls painted, we will re-evaluate if the glue dots work better on the new surface or if we need to look into buying something different to put up the art tags.

d. Art Gallery Newsletter

We currently use Mailchimp to send out the Art Gallery Newsletter. We are closing in on having 500 subscribers, which is the limit for the free version. Emma discovered that it would cost us around \$300 per year to upgrade our account through Mailchimp. She also looked into another service called Mailerlite which would cost about \$100 per year. Emma plans to follow up with an email to Nicholas regarding pricing and will take the next steps from there.

e. Supplies

Charlotte has purchased a tote bin and paper plates. There is no need to purchase additional refreshments for the upcoming IWS reception as they will be providing their own. The committee discussed potentially serving coffee at future receptions as the smell often drew people in. Library staff will double check if we still have coffee pots for use. The committee acknowledged that coffee may have been more appealing to people when we had receptions on Saturday mornings and now that receptions are hosted on Sunday afternoons that having water has worked out nicely and might be preferable.

More hanging hooks are failing, and we may need to consider a temporary fix or potentially buy a few replacements. Purchasing replacements could end up being costly, especially if we plan to upgrade the hanging system in the next couple of years anyway. The committee will keep this issue on our radar.

Next meeting is Wednesday, July 12 at 6 p.m.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Charlotte Saliers

President

Attest: Brianna Ryan