

**Commission Members:**

Chair-Jan Allan Zarr

Vice Chair-Ana Paz

Secretary-Catherine Seamons

Sharon Fisher

Diane Kulin

Kody Newton

Teri Woods

Vacant

Vacant

Vacant

Vacant

City Staff:

Chris Engels

Audra Barkulis



## CITY OF KUNA

**Kuna Arts Commission, 751 W 4th Street, Kuna, Idaho 83634**

### **Kuna Arts Commission Meeting AGENDA**

**Thursday November 9, 2017**

**5:45 pm-6:45 pm**

Kuna Event Center, 321 W 4<sup>th</sup> St, Kuna, ID 83634

*Discussion is limited to the items listed on the agenda.*

1. Consideration to approve Kuna Arts Commission Minutes
  - a. Approve Regular Arts Commission Minutes, October 12, 2017
  - b. Approve Executive Board Mid-Month Minutes, October 26, 2017
2. *Tabled to the December 14, 2017 Regular Arts Commission Meeting*  
Formalize Kuna Arts Commission Policies and Procedures – Chair Jan Allan Zarr  
  
City Clerk Chris Engels is requesting a review of the proposed by laws by the City Attorney prior to adoption by the Kuna Arts Commission
3. Review Arts Commission Member Removal Letter and promote available seats – Catherine Seamons, Secretary
4. Discuss need for art at City Hall – Catherine Seamons, Secretary
5. Discuss Children's Holiday Decorating class sponsors and signage – Catherine Seamons, Secretary
6. Items for next Kuna Arts Commission agenda
7. *Set up for November 11, Holiday Artist and Crafter Event*
8. Adjournment:

**Commission Members:**Chair-Jan Allan ZarrVice Chair-Ana PazSecretary-Catherine Seamons

Sharon Fisher

Diane Kulin

Kody Newton

Ronnie Soldano

Johnny Waksmonski

Teri Woods

Vacant

Vacant

City Staff:

Chris Engels

Audra Barkulis

**CITY OF KUNA****Kuna Arts Commission, 751 W 4th Street, Kuna, Idaho 83634****Kuna Arts Commission Meeting****Minutes****Thursday October 12, 2017****5:45 pm-6:45 pm****In Attendance:***Commissioners* -Jan A. Zarr, Catherine Seamons, Sharon Fisher, Diane Kulin, Kody Newton, Teri Woods*City Staff* - Chris Engels

1. Consideration to approve Kuna Arts Commission Minutes
  - a. Approve Regular Arts Commission Minutes, September 14, 2017
  - b. Approve Executive Board mid-month Minutes, September 28, 2017

**Commissioner Fisher moved to approve the September 14, 2017 and September 28, 2017 Minutes. Seconded by Commissioner Kody Newton. Motion carried 4-0.**

*(Commissioners Seamons and Woods arrived after the vote)*

2. Update on mail out for the Holiday Artist & Crafter Show - City Clerk Chris Engels

All members approved funding of \$400.00 from the Kuna Arts Commission and \$400.00 from the Downtown Revitalization for a total of \$800.00 for the mail out.

3. Request from Ronnie Soldano to promote Synchronize Photography free holiday photo shoot with the Kuna Arts Commission - City Clerk Chris Engels

The request was tabled for a later date because Ronnie Soldano did not attend.

4. Report on contacted commissioners that still want to be active - Secretary Catherine Seamons

Commission Secretary Catherine Seamons updated the Commission on active Commissioners.

Commissioners who did not meet the new attendance policies would become inactive and their spot would be put up for new nomination.

5. Formalize Kuna Arts Commission Policies and Procedures – Chair Jan Allan Zarr
  - a. Finalize Bylaws and Attendance Policy

This item was tabled to the next meeting.

**6. Discuss Meridian Art Week - Commissioner Sharon Fisher**

Commissioner Fisher mentioned events that were happening in Meridian and would like the Arts Commission to look into doing similar events.

**7. Discuss the possibility of making the Commission the Art and History Commission so Kuna could become a CLG - Commissioner Sharon Fisher**

Commissioner Fisher would research more information to see if it would be a good fit for the Kuna Arts Commission to merge with the History Commission. Also, to become a CLG (Certified Local Government) and meet with officials.

**8. Discuss Kuna Quilt Show - Commissioner Teri Woods**

Commissioner Woods would follow up with more information for a future event.

**9. Discuss need of volunteers for the Holiday Artist & Crafter Show - Vice Chair Ana Paz**

City Clerk Chris Engels presented on behalf of Vice Chair Paz

The Arts Commission regular meeting for November 9, 2017 will be moved to the Event Center and the commissioners would help set up for the Holiday Show. Tear down would be on November 11, 2017 at 5:00 pm.

**10. Suggestions for future events for 2018 - Vice Chair Ana Paz**

This item was tabled to the next meeting.

**11. Items for next Kuna Arts Commission agenda**

Christmas events including wreath sales would be discussed at the next meeting

The Commission discussed the Executive Board Meetings. They would be held the fourth Thursday of every month at noon. The meetings would be rotated throughout Kuna restaurants and open to all commissioners.

**12. Adjourn: 7:00 pm**

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Jan A. Zarr, Chair

ATTEST:

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Catherine Seamons, Secretary

*Minutes prepared by Audra Barkulis, City Clerk's office*

*Date Approved: 11.09.2017*

Kuna Arts Commission

Executive Board

Chair-Jan Allan Zarr

Vice Chair-Ana Paz

Secretary- Catherine Seamons



City Staff:  
Chris Engels

**CITY OF KUNA**

**Kuna Arts Commission, 751 W 4<sup>th</sup> Street, Kuna Idaho 83634**

**Kuna Arts Commission Executive Board Mid-Month Meeting**

**Thursday October 26, 2017**

**12:00 pm -1:00 pm**

**Enrique's Mexican Restaurant, 482 W Main St, Kuna, ID 83634**

*Open to the public – no host lunch*

**Minutes**

**In Attendance:**

**Commissioners-** Jan A. Zarr, Ana Paz, Catherine Seamons, Sharon Fisher

**1. Discuss the Kuna Holiday Artist & Crafter Show on November 11, 2017**

**a. Volunteers**

The Commissioners discussed that an e-mail would be sent out letting commissioners know the meeting had been moved to the Kuna Event Center. During the meeting they would also set up for the event.

**b. Finalize details**

The commissioners would ask that all vendors to take down their own tables.

**2. Discuss December 9, 2017-Children’s Holiday Decorating class and Wreath Exhibit & Sale**

**a. Volunteers**

**b. Supplies**

**c. Event Sponsors**

**d. Cross advertising, signs, getting the word to schools**

**e. Clean Up Crew**

**f. Santa and Mrs. Claus**

The Commissioners would ask for volunteers to help with set up and tear down. 108 cookies had been ordered, toppings are still needed as well as bowls and gloves. Who can purchase these items?

Commissioners were wondering about putting signs or flyers up and to email Peach Tree for the schools.

3. Finalize a letter to commissioners for removal

The Commissioners discussed the attendance policies that have been made since several Commissioners last attended and that their seats would be opened to be filled.

The Commissioners would work on a removal letter for the next regular meeting

4. Discuss support for State of the City and a reception or art show for that evening

Commissioners were wondering if meet and greet the artist with vendors should be during the State of the City.

Commissioners were also wondering if they need to attend and wear badges?

5. *Adjournment:* 1:10 pm

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Jan A. Zarr, Chair

ATTEST:

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Catherine Seamons, Secretary

*Minutes prepared by Audra Barkulis, City Clerk's office*  
*Date Approved: 11.09.2017*