

Commission Members:  
Chair – Catherine Seamons  
Vice Chair – Ana Paz  
Secretary – DebAnn Rippy  
Allison Phythian  
Cory Tanner  
Jan Zarr  
Kody Newton  
Patrick Bochnak  
Sharon Fisher  
Teri Woods  
Vacant  
City Staff:  
Chris Engels  
Jessica Reid



## CITY OF KUNA

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

### **Kuna Arts Commission Meeting MINUTES**

**Thursday February 14, 2019**

**5:45 PM - 6:45 PM**

**City Hall Conference Room**

**751 W 4<sup>th</sup> Street, Kuna, ID 83634**

**Open to the public**

#### **In Attendance:**

*Commissioners – Chair Seamons, Vice Chair Paz, Secretary Rippy, Cory Tanner, Jan Zarr, Patrick Bochnak, Sharon Fisher*  
*City Staff – City Clerk Engels, Jessica Reid*  
*Visitors – None*

1. Chair Seamons called meeting to order 5:47 PM
2. Consideration to approve meeting minutes, items a – d, postponed until a quorum for meeting was met. Vice Chair Paz not yet present and Secretary Rippy was not able to attend due to being out of town.

Upon arrival of Vice Chair Paz, the Commission returned to this item. Chair Seamons asked the Commission if they would like City Representative Reid to read the Meeting Minutes from December 13, 2018, December 27, 2018, January 10, 2019 and January 24, 2019 or if they were comfortable with the Executive Board approving them as a whole. The Commission did not wish for the minutes to be read and did not express any concerns.

**Chair Seamons motioned to approve the meeting minutes for items 2a – 2d. Seconded by Vice Chair Paz. Motion carried 2-0-1. Secretary Rippy was absent.**

3. Chair Seamons presented a mockup of a Poetry Project display. This display had various picture frames with the Poetry pieces inside, mounted to a board. Chair Seamons stated that the mockup cost \$20.00 worth of Velcro as she had all other pieces available at her home. Chair Seamons stated that a display could also be made of the same dimension of frames being mounted to each other and displayed without having been mounted to a board.

Commissioner Tanner asked where these set ups would be displayed. Chair Seamons stated they could be displayed on an easel at a local business or on an actual wall within a local

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business. Chair Seamons said that the Commission would need to brainstorm ways “to sell it” to business owners in a way to where they would be willing to display these collages.

Commissioner Zarr asked what the reason was behind these displays; would there be a monetary aspect that comes back to the Commission. Chair Seamons answered by notifying the Commission that businesses would be sponsoring the collage on display in their business and that the sponsorship cost would be returned to the Commission as a donation.

Commissioner Zarr then asked for clarification on why the City was required to review the collage(s) set up. City Clerk Engels explained that since the Kuna Arts Commission is a City Commission, the City must do a cursory review to ensure that it meets the standards put in place for all City Commissions. City Clerk Engels asked City Representative Reid to perform an inventory of easels in possession of the City so that the Commission could be aware of the number of easels available to the Commission for displays.

The Commission as a whole also discussed ways to “get the word out” about the Poetry Project. Chair Seamons asked Commissioner Bochnak the best way to notify the schools as he has assisted the Commission in that capacity before. Commissioner Bochnak stated that he could take flyers to individual schools to be distributed into teacher inboxes by school staff. City Representative Reid suggested using Peach Jar as it would be sent to students/families in the weekly emailer by Kuna School District. City Clerk Engels requested that City Representative Reid email the information to the KSD staff member in charge of Peach Jar communications.

4. Review of options for a no host “Meet & Greet for Kuna Friends of the Arts” get together activity postponed until Vice Chair Paz was present.

Upon arrival of Vice Chair Paz, the Commission returned to this item. Vice Chair Paz stated that she saw these get togethers as an activity that would strengthen the Commission as a whole. It would give Commissioners a less formal avenue in getting to know and learn about each other which in turn would reveal individual Commissioners skill sets which could be put to use on future events and projects.

City Clerk Engels stated that the City would have no issue with these types of get togethers as long as the required parameters were followed. The City would require notification of a get together 48 hours in advance so that a notice could be posted in accordance with Public Meeting State Code. City Clerk Engels expressed that these get togethers would need to be more about getting to know each other personally and not to be treated as a formal Commission meeting which would then require an Agenda. City Clerk Engels also stated that there are community individuals “on the perimeter” of the Kuna Arts Commission who have expressed interest to be involved and may be more inclined to become involved with the option of getting to know the Commission less formally. Vice Chair Paz suggested to the Commissioners that they bring a guest with them to these get togethers. City Clerk Engels stated that these get togethers would be open to the public. City Clerk Engels asked Vice Chair Paz if she would be willing to be the point person on setting these get togethers up, Vice Chair Paz agreed. Commissioner Tanner suggested maybe rotating various days and

times so that more members of the Community would be able to attend; i.e. an evening dinner get together on a Thursday, the next get together on a Friday for breakfast.

5. Chair Seamons announced that the City would no longer be staffing the Noon Executive Meetings. Chair Seamons requested an open conversation with Commissioners regarding Noon meetings and wanted their opinion. Commission did not express any concerns with not having City Representative(s) present at the Noon meeting. City Clerk Engels explained that the Noon meetings would continue to run under the same parameters as previously, just that City staff would not be in attendance.
6. Chair Seamons lead into item 6a and turned over to City Clerk Engels to explain the required steps of Bylaw changes. City Clerk Engels gave a brief history behind Bylaws and why they are required. City Clerk Engels presented the question to the Commission, "Do the current Bylaws represent the Commission as they are now?" City Clerk Engels also explained that once a draft of the new Bylaws is agreed upon by the Commission it would be submitted to the City Attorney for review and that the fees associated with that review would come from the Commission budget; it was also stated that the Commission could set their own calendar for amending Bylaws but that each lawyer review would come from the Commission budget. Commissioner Tanner asked the Commission if they believed that amending Bylaws more than annually would be worth the cost of having a lawyer review multiple times, keeping Bylaw changes annual would save Commission funds. Commissioner Tanner also asked how tightly other City Commissions are ran, City Clerk Engels answered by informing the Commission that all City Commissions are held to the same rules.

Vice Chair Paz shared that she felt like the Executive Board needs to be larger so that the same three people are not the only ones doing everything or at least feeling like they are doing everything. Commissioner Tanner suggested having Executive Members/Chairs of various specialties such as Performing Arts, Visual Arts, Events, etc. City Clerk Engels, Vice Chair Paz, Chair Seamons and Commissioner Zarr agreed.

City Clerk Engels suggested to the Commission that they truly consider a temporary measure giving all Commissioners voting abilities and to establish a quorum of a set number of Commissioners instead of just the Executive Board. Chair Seamons supported this suggestion as it would give all Commissioners a voice but that she would like to keep the Chair, Vice Chair and Secretary positions as she feels they are necessary in regards to who would be in charge of running meetings, i.e. Chair runs meeting, if Chair absent then Vice Chair runs meeting and if both Chair and Vice Chair are not present then Secretary would run meeting. Commissioner Tanner refocused on specifics of the temporary measure; it was discussed and decided that the temporary measure would extend voting rights to all Commissioners, only three Commissioners would be required to be present to meet quorum requirements and that the Executive Board would stand at the same three members.

**Chair Seamons motioned to approve the temporary measure as outlined. Seconded by Vice Chair Paz. Motion carried 2-0-1. Secretary Rippy was absent.**

7. Chair Seamons presented the To Do List for the first quarter

1. Send out Alcohol RFP for events

2. Begin booking bands for events

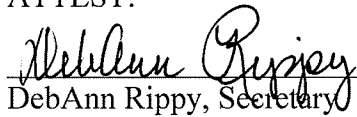
3. Push the Poetry Project

8. Adjourn: 6:45 PM



Catherine Seamons, Chair

ATTEST:



DebAnn Rippey, Secretary

*Minutes prepared by Jessica Reid, Customer Service Specialist*

*Date Approved: May 9, 2019*