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NOTES

Parks, Art and Culture Committee (PACC)

October 3, 2018

5:30 – 7:30 PM

Room 12 (ground floor), City Hall, 149 Church Street

Meeting called to order at 5:35PM

Councilors Present: Harnett, Shannon and Dieng

1) Approve agenda
   a. Agenda amended to include 2 new items related to the BPRW Department
      item 5. A – Starr Farm dog Park and 5.b. Contract with Corrections; then
      all other items are moved out further in the agenda accordingly

2) Approve previous meeting notes
   a. Will approve at next meeting

3) Public Forum
   a. There was no one from the public present

4) CEDO update on Memorial Auditorium Process
   a. CEDO provided an overview of the process to date; set up website, survey
      with ~2600 responses, workshop#1, and tours of the building for the
      public and upcoming workshop #2 on October 11 at 5:30PM in Contois
      Auditorium. CEDO requested a special meeting of the PACC in early
      December for a presentation of a single concept that synthesizes all
      the information gathered to date and to get feedback from the PACC and
      public at that meeting. This meeting is scheduled for December 6 at 6pm
      in Contois Auditorium.

5) Starr Farm Dog Park – Presented by Deryk Roach, BPRW
   a. Cindi Wight and I met at the dog park in July to better understand the
      folks complaining about the dog park.
      Complaints include:
      - Too loud (barking, dog fighting)
- Dogs running around off leash at Starr Farm Beach
- Use off hours
- Dog Waste (smell)
- Use by non-residents

BPRW has received regular updates from Mr. Brown complaining of lack of enforcement and copying me on other responses he gets from front porch forum replies. The City is planning a 40,000$ renovation. This will be completed after a community survey collects some feedback from the residents. The Dept. met with the volunteers of the dog park who advocated to use those funds for fence replacement. The Dept’s Master Plan of 2015 cites that the Starr Farm Dog Park is larger than other dog parks in comparable cities. The Dept explored that with the volunteers, however, they strongly supported keeping the existing configuration. We’re hoping others chime in regarding the survey. The Dept. notified members that they are updating and recirculating the 2013 Off Leash Task Force findings – which would provide clarity and answer a lot of questions the community and City Council members might have. Councilor Shannon did point out that Burlington Dog License fees were 27$-47$ neutered vs. non-neutered rates, which are higher than other communities.

6) Corrections Update - Presented by Deryk Roach, BPRW
   a. The parks division holds a contract with the state dept of correction (DOC) for court diversion participants. These crews provide needed assistance with grounds maintenance throughout the year to our parks and cemeteries. The Dept was notified in late August that numbers were declining and that participants’ numbers were down. Parks met with Dave Bellini, DOC work crew supervisor, in September and he confirmed that the participation issue was the result of a DOC decision to not allow certain court diversion candidates into the work program. The Dept. would have difficulty replacing the services that this contract provides, however, we need to ensure more consistency and value in order to commit to the current contract. We are seeking to meet collaborate with the Police Dept. to follow up on this matter. We believe that this is a contract is more than a work for hire contract and that it provides a community with additional options and benefits in lieu of incarceration. A follow up was requested by Councilor Hartnett if and when progress is made.

7) Discussion of BCA Board - selection of members – Presented by Sara Katz, BCA see attached memo. Councilor Hartnett indicated that this had been discussed at several previous meetings of the PACC or City Council and that he was satisfied with the process. However, he thought that this review was useful.
8) Burlington City Arts – New Year’s Eve “Highlight” celebration - Presented by Sara Katz, BCA and Zach Williamson, BCA – see attached materials. PACC members were generally supportive and thought it best to keep it simple and do it well for the first year.

9) Next meeting/ future staffing – Councilor Hartnett discussed staffing for the PACC. Holli Bushnell will be the new staff person.

8) New Business – Mary Danko, Library presented on the formation of the Friends of the Library MOU and requested the PACC support of the resolution moving the agreement forward as this will improve fundraising options for the Library. The PACC unanimously supported. Mary also discussed an upcoming amnesty on Library fines.

9) Adjourned 7:39 PM
MEMO

TO: PARK ARTS AND CULTURE COMMITTEE

FROM: EXECUTIVE COMMITTEE OF THE BCA BOARD OF ADVISORS

DATE: October 17, 2018

RE: BOARD RECRUITMENT/APPOINTMENT PROCESS AND BYLAWS

The BCA board has always worked hard to recruit community members who are committed to advancing and supporting the organization’s mission. In an effort to make the process more transparent and encourage a more diverse applicant pool, the board began formalizing its nomination and application process in 2014.

Our website details the process on the application as follows:
(https://www.burlingtoncityarts.org/application-appointment-burlington-city-arts-advisory-board)

1. Interested candidates may fill out this application for BCA Board. Application deadlines are rolling and open positions may be filled throughout the year. Questions may be directed to Lori Rowe, Vice President of the BCA Board.

2. The Vice President of the BCA Board will work with candidates to schedule interviews. Interviews are held at the BCA Center and are open to the public. Interviews will be approximately 20-30 minutes long and the interviewers will be members of the Executive Committee of the BCA Board and any other existing board members who would like to participate.

3. The Executive Committee meets in Executive Session to discuss candidates and availability of openings and needs outlined in BCA’s Board matrix. Executive Committee recommendations are made to the full BCA Board at the following board meeting. The BCA Board meets every other month. Any candidates that are not recommended for appointment will receive a reply from the BCA Executive Committee.

4. The BCA Board’s candidate recommendations will be forwarded to the Mayor. The mayor will appoint accepted candidates typically within two weeks. Appointees will be invited to the next board meeting.

We have been fortunate to have recruited a diverse and committed group of board members through this process, including many younger members, members who represent different geographic areas of Burlington, members who are new Americans, members who are artists, and members who, through their professional affiliations, advise BCA in their areas of expertise.

The current BCA board bylaws outline terms in which members serve a three-year term and are limited to serving three consecutive three year terms. The term of a director who has served three consecutive
three-year terms may be extended for one additional year upon the majority vote of the Board and reappointment by the mayor.

Board members in this class are vital to the sustainability of an organization like BCA that fundraises to provide programs in a community. They provide institutional memory, mentorship of new members, and leadership in garnering support for programs with donors and partners in the community.

The honorary class has been in the BCA Board bylaws since 2005, though it was previously unnamed until the 2018 amendments voted and approved by the Board. The honorary class has never affected the Board’s ability to continually place new members into positions. Of 18 members, we currently have only 2 members in this class, one of whom has been instrumental in developing the city’s public art program from the beginning, and who will continue to work with us at a time when her experience is needed to advance a percent for art ordinance for the City; and one of whom is a long time educator who is committed to our efforts to ensure long-term sustainability of arts education at 405 Pine street and throughout the community.

The board maintains a majority of positions for regular voting members and has never filled to the 21-member capacity in order to ensure that positions are open for an enthusiastic community member to apply who is interested in committing time and expertise to the advancement of Burlington City Arts Burlington’s creative life. Three positions are currently unfilled.
NEW YEAR'S EVE Highlight
BURLINGTON
Burlington City Arts & Signal Kitchen have teamed up to reimagine Burlington’s citywide New Year’s Eve celebration. **Highlight** will build upon First Night’s 35-year legacy by introducing a new series of proposal-driven, community-produced events and creative happenings that will bring our community closer together.

**Highlight** will guide event-goers through a series of authentic and exciting experiences: A larger-than-life community parade, hands-on creative activities, and family-fun daytime activities will meet cutting edge art installations, diverse cultural events, curated music performances and parties, workshops, storytelling sessions, and much more.

We envision Vermont’s leading businesses, creative thinkers, doers, entrepreneurs, artists, and organizers coming together to create awesome, purposeful, and fun events and happenings across the city. Creative and financial contributions from our partners and sponsors will fuel our progress. Together, we will build an annual tradition that brings joy and highlights the true spirit of Burlington.
GET INVOLVED

*Highlight* puts the power of programming our citywide NYE celebration into the hands of our community. There’s a way for everyone to get involved! Whether you’re an artist, a local business owner, dancer, craft brewer, app developer, seasoned event producer or just someone with a great idea—we want to hear from YOU! There are three different ways to become a part of *Highlight*.

1. **the Bright Idea Project**
2. **Shining Light Socials**
3. **Building on Traditions**
THINK BIG

Calling any and all Vermonters with a great idea! We want you to submit a proposal for a community-focused event that highlights what you’re passionate about.

Our ears are open to all types of creative happenings and events; from art installations, to parties, to poetry readings, there’s no idea too big, small or creative — just make sure you’re shining bright and your city is invited! Selected proposals will be supported by funding, planning, technical support, and promotion from the Highlight team.

A public request for proposals (RFP) will be open from September 13 – October 15. To read the full details of the RFP and find out how to submit your proposal, please visit proposal.highlight.community.
Don’t want to submit a proposal but still plan on holding your own NYE event in Burlington? We’d still LOVE for you to be a part of Highlight! Non-profits, small businesses, artists, clubs and venues, community groups, and anyone and all planning a great event are welcome to submit ideas. We only ask that your event raises funds or creates awareness for important causes, and/or promotes your unique contribution to our community, but most importantly—be creative!

All events will be considered, but we really do love new ideas. Please email letsparty@highlight.community for more info.

**EXPOSURE**

All “Shining Light” Socials will receive official association and marketing support from Highlight! Unique content on our websites, newsletters, and social media platforms and a far-reaching print and digital campaign will highlight our “Shining Light” Partners’ commitment to our Burlington community.

**INVESTMENT**

15% of event occupancy held for Highlight ticket-holders
- $500 — capacity < 150
- $750 — capacity > 150
FREE — the event fee will be waived for non-commercial events
We’re building upon traditions of *First Night’s* past while creating new traditions and experiences that will continue on for years to come. We want your input! You don’t have to write a proposal or host an event to get involved. Do you have an idea about how to make the parade even better this year? Do you have a favorite event from years past that you don’t want to see go? Are you an artist, business, or individual that wants to get involved in some way we haven’t listed? Email hello@highlight.community with your comments, requests, and ideas and let’s talk about it!

This is a community-produced event from the ground up and we want to hear from every voice!
CELEBRATE WITH US!