Evanston Arts Council Meeting
Tuesday December 11, 2018 6:30 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2404

AGENDA

1. **Call to Order and Declaration of a Quorum** - Ms. Davis Friedman
2. **Public Comment** – Ms. Davis Friedman
3. **Approve October Meeting Minutes** – Ms. Adler
4. **Staff Report** – Ms. Richardson / Ms. Martinez
5. **Chairs Report** – Ms. Adler / Ms. Davis Friedman
6. **Policy Working Group** – Ms. Davis Friedman
7. **Public Art Subcommittee Report** – Ms. Riseborough
9. **Old Business** - Ms. Davis Friedman
   a. Bright Night for the Arts
   b. 2019 Budget Update
10. **New Business** - Ms. Adler
    a. Main Dempster Mile Revolving Mural Program
    b. 2019 Arts Council Meeting Calendar
    c. 2019 Arts Council Retreat

Next meeting will be January 15, 2019
Evanston Arts Council Minutes  
Tuesday, October 16, 2018  
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2402  
6:30 p.m.

MINUTES

Members Present: Susan Davis Friedman, Beth Adler, Lisa Corrin, Steven Demorest, Judith Cohen, Greg Allen, Hope Washinushi

1. **Call to Order and Declaration of a Quorum** - Ms. Davis Friedman  
   Ms. Davis Friedman called the meeting to order at 6:38 p.m. There was no quorum established. Ms. Washinushi arrived at 6:49 p.m. Mr. Allen arrived at 7:20 p.m. and Ms. Davis Friedman declared a quorum.

2. **Public Comment** – Ms. Davis Friedman

   A) Evanston Symphony Orchestra  
   Vince Flood, President of the Board of Directors requested $900, slightly higher than the $750 previously requested in a letter to the Arts Council. The funds will serve to pay for the Gospel Choir orchestration of Stand By Me and the Temptations’ version of Silent Night.

   The total concert cost is approximately $30,000 of which donors and board will provide funding. There are 350 performers and about 1,150 people attend the show. The audience demographic is comprised of friends and relatives of performers, and seniors from Evanston.

   B) Creative Commerce Committee (C3)  
   Sandeep Guy of C3 Evanston and member of Leadership Evanston discussed the development of the C3 board. C3 is a group of eight members whose goal is to leverage the arts and business communities together. They hold arts after hours events focused on different business topics. They are looking to develop an Evanston arts program calendar, profiles on existing businesses, a public art maps for visitors, and other community events for artists.

   Mr. Guy requested $1,200 from the Arts Council Neighborhood Fund.
At Mr. Demorest’s inquiry, Mr. Guy explained that all various forms of art will be highlighted including visual, performing, musical and theater.

At Ms. Adler’s inquiry, Mr. Guy explained that they funding will be used for web hosting, speaker fees and printing costs. C3 will provide a full report on how the funds were spent.

3. **Approval of the September 11, 2018 Meeting Minutes** - Ms. Davis Friedman
   Mr. Demorest moved to approve the meeting minutes of September 11, 2018, seconded by Ms. Adler.
   Vote called and taken.
   Ms. Washinushi and Ms. Corrin abstain.
   Motion carried unanimously.

4. **Staff Report** – Ms. Davis Friedman
   No report

   Ms. Davis Friedman introduced the new Arts Council member Lisa Corrin, Director of the Block Museum.

5. **C3 Report** - Ms. Davis Friedman
   No report.

6. **Public Art Subcommittee** – Ms. Cohen
   Ms. Cohen reported that the South boulevard mural project has been postponed. Ms. Adler explained that there was no full approval of the design. She asked the Council to approve the design, contract and full approval from CTA. She noted that the design was approved by the 9th Ward Alderman as is.

   Ald. Rue Simmons will hold a ribbon cutting ceremony for the mural at Gibbs Morrison Cultural Center on Saturday, November 10, 2018. The time will be announced later.

   Ms. Adler explained that she is part of a 5 person committee reviewing submissions for public art for the new Robert Crown Community Center. Approximately $400,000 has been allotted for the art and there are currently 260 submissions. She will request a group of finalists to present to the Arts Council for approval of the final piece.

   There was discussion about the funding allocated to include more than one piece of art. Mr. Demorest recalls discussions about integrating windows, floors and outside art. Ms. Adler will follow up with the Crown committee to discuss.
7. **Policy Working Group** – Ms. Davis Friedman
   No report

8. **Old Business** - Ms. Davis Friedman
   No report

9. **New Business** - Ms. Davis Friedman

   A) The invites have been created for A Bright Night for the Arts. Hope to forward to Young Evanston Artists. Block Museum. Beth working with local artists on program, Mudlark ID play, Yorg Metsner – Picturing Evanston loop and introductions, Melissa Blount, EMAP murals and artists. Mayor will present award to Harvey and Greg and members of Arts Council that have left.

   B) Ms. Adler moved to approve the South Blvd mural design, seconded by Mr. Demorest.

   **Vote called and taken.**
   Mr. Allen and Ms. Corrin abstain.
   **Motion carried unanimously.**

   C) Thank you to Ms. Degliantoni and Mr. Allen – Ms. Davis Friedman extended a thank you to each of the members for their time served on the Council.

   D) Nomination and Appointment of Co-Chair - Ms. Cohen moved to recommend Beth Adler as the Arts Council co-chair, seconded by Mr. Allen.

   **Vote called and taken.**
   Ms. Adler abstains.
   **Motion carried unanimously.**

   E) Mr. Demorest moved to recommend approval of the Evanston Symphony Orchestra request in the amount of $900, seconded by Ms. Adler.

   **Vote called and taken.**
   **Motion carried unanimously.**

   F) Ms. Adler recommended holding the C3 funding request until the December meeting to ask for more clarity.

   G) 2019 Evanston City Budget Discussion - Ms. Adler recommended the Council members contact their aldermen regarding the 2019 budget and arts funding. She also asked members to attend the October 27, 2018 City Council meeting in support of submitting a statement to reinstate Arts Council
funding for 2019. After discussion, the Council agreed to submit a response to the City Council to ask for a total of $50,000 ($30,000 Cultural Arts, $10,000 Community Arts, $10,000 Operating Budget). The members will also ask the City Council to cover the commitment made for sculpture leases for future years.

10. Adjournment

Ms. Cohen moved to recommend adjournment, seconded by Mr. Demorest. The meeting adjourned at 9:02pm
Memorandum

To: Chair and Members of the Evanston Arts Council
From: Kimberly Richardson, Deputy City Manager
       Paulina Martinez, Assistant to the City Manager
Subject: Transition to Paperless Conduction of Business
Date: December 4, 2018

Summary

In an effort to reduce spending, and to reach our environmental goals and STAR goal of being the most livable city in America, staff recommends to stop printing packets for the Evanston Arts Council starting in January 2019.
For Evanston Arts Council Meeting of December 11, 2018

Item 10A

General Process to Secure a Union Pacific (UP) and CTA Mural Agreement

For Consideration

Memorandum

To: Chair and Members of the Evanston Arts Council

From: Kimberly Richardson, Deputy City Manager
       Jessica Hyink, Mobility Coordinator
       Paulina Martinez, Assistant to the City Manager

Subject: General Process to Secure a Union Pacific (UP) and CTA Mural Agreement

Date: December 4, 2018

Summary

The following are the general guidelines to be followed to secure an agreement with UP and CTA for a mural within their property.

1. Identify the specific location of where the mural is to be painted - aerial or photos identifying the location are reviewed by UP/CTA.
2. Vet the mural image with local law enforcement to ensure no safety issues with image (i.e. gang colors/references) - provide proof of vetting and mural image to UP/CTA.
3. Obtain a letter of support/approval of the mural - provide letter to UP/CTA.
4. UP/CTA will review and approve the location for a mural painting. Multiple CTA departments will review; please anticipate several months for CTA review.
5. (a) UP will enter into a mural agreement with the mural group, which permits the mural painting and indemnifies UP, the municipality/public way authority, and any other railroad that has a property or operating interest on that particular line. Mural group will then be responsible for maintaining the mural going forward. (b) CTA will enter into a mural agreement with the City and requires a certificate of insurance.
6. If the mural group wants to repaint or touch up the mural, UP/CTA need to be contacted so as not to conflict with any potential maintenance or capital work by UP/CTA.
7. Attached is Union Pacific's template mural agreement. However, they will generally create a formal agreement after providing the information in the attached. CTA does not have a mural agreement template.

Attachments

- Union Pacific's template mural agreement
AGREEMENT

AGREEMENT made and entered into this _____ day of
______________, 201_, by and between _______ and the UNION PACIFIC
RAILROAD COMPANY (hereinafter referred to as "UP").

WHEREAS, _______ has requested that UP permit a mural to be
painted on the UP’s underpass at the [LOCATION], Mile Post ____ on the _____
Subdivision on UP’s ______ Line in _______, Illinois.

WHEREAS, UP has no need for a mural in the conduct of its business,
but will permit the mural to be painted on its property only under the following terms and
conditions:

NOW, THEREFORE, in consideration of the promises and the mutual
benefits to be derived from the joint understanding by the parties to this Agreement,
and in conformity with all applicable laws, the parties agree as follows:

1. All of the work will be done at street level and at no time will anyone
working on this project set foot on the elevated portion of UP’s property.

2. _______ will ensure that they clean the area upon completion of the
project of any material that they brought onto the property.

3. _______ and the muralists working on the mural agree to the following:

   A) While UP is permitting the mural to be painted on its retaining wall,
   UP will not be responsible for any damage to the mural after
   completion due to UP’s operations or any other reason. The
   retaining walls are the support structure of UP’s elevated right-of-
   way and that purpose is paramount.

   B) UP will not be responsible for the maintenance of the mural after
   the mural is painted on the retaining wall.

4. As a material consideration for entering into this Agreement, and without
which the UP would not enter into same, _______ covenants and agrees
to indemnify, save harmless and protect UP and the Commuter Rail
Division of the Regional Transportation Authority ("Metra") from and
against any and all loss, damage, claim, demand, fine, lawsuit and/or
liability, and any and all costs, expenses and legal fees in connection
therewith by reason of injuries to or death of persons and/or loss of or
damage to property and/or violation of any law, ordinance or regulation
arising or growing out of or connected with this Agreement, and/or any act
or omission of the [MUNICIPALITY] or any other person performing any

1.
work or service for or on behalf of ________ on or about said premises or arising out of their presence on said premises.

As below attested to, ________ and the UP agree to the above terms and conditions.

[ORGANIZATION NAME]  UNION PACIFIC RAILROAD COMPANY

By: __________________________    By: __________________________

Its: __________________________   Its: __________________________

Date: __________________________    Date: __________________________

Witness:__________________________    Witness:__________________________

_______________________________

[ORGANIZATION] Contact:
Memorandum

To: Chair and Members of the Evanston Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Arts Council 2019 Proposed Meeting Dates
Date: December 4, 2018

January 15*
February 12
March 12
April 9
May 14
June 11
July 9
August 13
September 10
October 15**
November 12
December 10

*Pushed back a week
**Pushed back a week to accommodate Yom Kippur