Evanston Arts Council Meeting  
Tuesday, November 12, 2019, 6:30 p.m.  
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, 2404

AGENDA

1. Call to Order and Declaration of a Quorum  
2. Public Comment  
3. Approve Meeting Minutes from October 15, 2019  
4. Consideration  
   A. Community Support Fund Request  
      1. Family Focus – BOOM!  
   B. Community Support Fund Guidelines  
   C. Mayor’s Art Award  
   D. Emitting Waves Repair Proposal  
   E. Ten Thousand Ripples Repairs Proposal  
5. Discussion  
   A. Bright Night Update  
   B. 2020 Retreat  
6. Communications  
   A. Chairs Report  
   B. Public Art Subcommittee Report  
      1. Robert Crown Artist Visit  
   C. Equity in the Arts Subcommittee Report  
   D. Staff Report  
7. Announcements  
8. Adjournment

Next meeting will be Tuesday, December 10, 2019

Order & Agenda Items are subject to change. Information about the Arts Council is available at:  
cityofevanston.org/government/agendas-minutes/arts-council  
Questions can be directed to Paulina Martinez 847-859-7833

The city is committed to ensuring accessibility for all citizens; If an accommodation is needed to participate  
in this meeting, please contact this Department 48 hours in advance so that arrangements can be made for  
the accommodation if possible.
Evanston Arts Council Meeting
Tuesday, October 15, 2019, 6:30 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, 2404

Members Present: James Deeb, Judith Cohen, Gay Riseborough, Toby Sachs (Vice-chair), Beth Adler (Chair), William Jones, Maasai Amewa, Indira Johnson, Lisa Corrin

Members Absent: Jamal Ahmad, Angela Williams

Staff Present: Paulina Martinez (Assistant to the City Manager)

1. Call to Order and Declaration of a Quorum
The meeting was called to order at 6:39 p.m.

2. Public Comment
No public comment.

3. Approve Meeting Minutes from September 10, 2019
Ms. Adler moved to remove "cocktail party" from the minutes."
Mr. Deeb and Ms. Riseborough moved to correct punctuation and spelling errors.

The minutes were approved unanimously as amended.

4. Consideration
   A. Community Support Fund Guidelines
Ms. Adler recommended clarifying that the program will accept in-kind donations as part of the project's budget.

Ms. Adler also asked for volunteers to look over the guidelines to get rid of the redundancy. Ms. Corrin nominated Ms. Riseborough and Ms. Cohen. Ms. Cohen indicated she would help revise the guidelines for redundancy.

Mr. Deeb said he thought it was logistically impossible to provide the demographic data without being intrusive and it is hard to collect for these purposes.
Mr. Sachs responded that perhaps what the group should do is to remove this for now, and have the Equity in the Arts subcommittee think about how to collect that data in a better way.

Mr. Deeb added that asking for approximate attendance is good, but we are asking for too much information.

Ms. Johnson said that the group should still ask questions about inclusivity. Ms. Corrin said just ask a question, instead of asking to check a box.

Ms. Jones suggested looking at example of reports by the Chicago Community Trust or the Joyce Foundation.

Ms. Adler recommended removing the questions about attendance and demographics from the final report.

Mr. Sachs recommended cleaning the guidelines up and tabling to the next meeting.

Mr. Deeb asked to strike word “high resolution” from the report form.

All members agreed to provide final comments to Ms. Martínez by October 22 via email.

### B. Plaque for Mound

**Ms. Adler moved to approve. Ms. Riseborough seconded. The motion carried unanimously.**

### C. Purchase Proposal of Re-vive, Re-grow

Ms. Martínez explained to the Arts Council that artists, Vivian Visser, offered her *Re-vive, Re-grow* sculpture for sale at the price of $2,500 on top of the $5,000 paid for a 2-year lease.

Mr. Jones and Mr. Deeb expressed concern over the long term maintenance of the sculpture and the life expectancy. Ms. Johnson agreed.

Ms. Adler said the piece is not sturdy and will eventually decay.

**Ms. Riseborough moved approve the purchase of Re-vive, Re-grow. No second. Motion failed.**

### 5. Discussion

#### A. Main-Dempster Mile Mural

Ms. Katherine Gotsick introduced herself as the Executive Director of the Main-Dempster Mile (MDM). She explained the MDM commissioned a mural at Washington Street a couple of years ago, but it was hard to repair because of the condition of the viaduct wall. The MDM approached the original artist, Jordan
Nichol (a.k.a. “Pose”), to fix it, but he proposed a revolving mural instead at no
cost to the group. In exchange, the artist asked to be given creative liberty. The
MDM and Arts Council agreed, as long as it followed a “no paint” list.

Ms. Riseborough expressed concern about the issues with the mural. Ms.
Gotsick said she was too, but asked the artist’s studio to work with EMAP to
compare notes on wall prepping. Based on the feedback from EMAP, the artist
agreed to prime the wall, which was not done with the first mural.

Mr. Amewa also raised concerns about the materials of the wall. Ms. Gotsick
explained after one year a new concept will be painted. The MDM is paying for
primer, but the artist is paying for everything else.

Ms. Cohen and other members expressed concerns over the phrase: “if you think
you can do a thing your rig ht” as it is grammatically incorrect.

The general consensus was mainly favorable.

B. Arts Council Bylaws

Ms. Adler said she wanted to rewrite the mission to incorporate the outcomes of
the Arts Council retreat that took place in March 2019. She suggested that any
additional suggestions were turned in to Ms. Martínez by October 22 via email.

Mr. Deeb recommended adding a line that refers to geographic diversity.

This item was tabled to the next Arts Council meeting.

C. New Members Onboarding

Ms. Adler and Mr. Sachs explained that they had discussed creating an informal
process to onboard new Arts Council members.

Mr. Sachs added that in his experience with other boards he has been paired
with a “buddy” to orient him, and that it would be best if veteran Arts Council
members volunteered to welcome the newcomers. Overall, this would be meant
to be an informal process and in a volunteer basis.

6. Communications

A. Chairs Report

Ms. Adler mentioned that the Community Support Fund has money left over, thus
asked the Arts Council members to encourage people.

Ms. Adler provided a brief update about the progress in the planning of “Bright
Night for the Arts.” Mr. Sachs asked if some tickets will be free. Ms. Adler said we
can reserve tickets for Family Focus and Identity Dance.
Ms. Corrin asked how much is the event cost. Ms. Martínez replied that last year a little over $3,000 were spent on food, which is the biggest expense of the event. Ms. Corrin suggested considering eliminating food and making the event free to allow all people to access the event.

Ms. Cohen said she understood the point, but disagreed because the general feeling of the event is of elegance. Mr. Sachs said she agreed on the way the event was deemed, and that is why it should change.

Ms. Corrin added that “Bright Night for the Arts” is the only event The Block Museum allows that is charges a fee. Alcohol is usually not allowed either.

Ms. Martínez indicated that if the Arts Council decided to make the event free, she could easily get a quote for desserts, fruit, coffee, water, non-alcoholic cider, and other treats.

The general consensus of the group was to make the event free.

B. Public Art Subcommittee Report
Ms. Martínez reported that a piece of art at the west wall of the new Robert Crown Community Center was not going to be allowed by the engineers, as the building was not designed to have anything painted or hung from that wall.

C. Equity in the Arts Subcommittee Report
Mr. Sachs reported that the Equity in the Arts subcommittee was going to meet the next day for a second time. The group’s focus is to get trained, and Deputy City Manager, Kimberly Richardson, will lead the first round of training. He also added that the group secured a grant from the Evanston Community Foundation for further training through Enrich Chicago.

Mr. Sachs mentioned that the group is working with the Parks and Recreation Department to revive the Ethnic Arts Festival.

Ms. Adler and Mr. Sachs reported that they provided a brief progress report to the Human Services Committee.

D. Staff Report
Ms. Martínez provided a brief overview of the proposed budget.

Ms. Adler expressed concern about the community engagement process for the Robert Crown public art piece. She did not think the proposed process by the artists will get enough traction.
Ms. Corrin said “we chose the artist” and this is how she works. “We also don’t have a skilled curator that communicated between the artists and the council.”

Ms. Adler said she wants to utilize Washington school. She suggested hiring a teaching artist, who can be paid from the community support fund. Mr. Amewa offered to help as the teaching artist. Mr. Sachs said the teaching artist can work even without Blessing present.

Ms. Adler, Ms. Riseborough, and Ms. Cohen offered to join artists, Blessing Hancock, at the tables where she will collect feedback from the community.

7. Announcements
No announcements.

8. Adjournment
The meeting was adjourned at 8:52 p.m.

Respectfully submitted,

Paulina Martínez
Memorandum

To: Evanston Arts Council

From: Paulina Martínez, Assistant to the City Manager

Subject: Community Support Fund Requests

Date: November 6, 2019

Summary:
Staff received two requests for funding through the Community Support Fund program.

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<thead>
<tr>
<th>Applicant</th>
<th>Recommended Amount</th>
<th>Project Budget</th>
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<tbody>
<tr>
<td>Evanston Symphony Orchestra</td>
<td>$ 1,000</td>
<td>$ 2,826</td>
</tr>
<tr>
<td>Total</td>
<td>$ 1,000</td>
<td>-</td>
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</table>

For FY 2019, $15,000 was allocated to the Community Support Fund. To date, 15 grants have been awarded to the organizations/individuals listed below, leaving the fund with $3,230.

<table>
<thead>
<tr>
<th>Org/Individual Name</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Jason Brown</td>
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<tr>
<td>Evanston Symphony Orchestra</td>
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<tr>
<td>Gina Clark</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>Mat Rappaport</td>
<td>$ 1,000.00</td>
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<tr>
<td>Downtown Evanston</td>
<td>$ 750.00</td>
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<tr>
<td>Identity Performing Arts</td>
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<td>Global Water Dances Evanston</td>
<td>$ 500.00</td>
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<tr>
<td>Jutta and Terran</td>
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<tr>
<td>Design Evanston</td>
<td>$ 500.00</td>
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<tr>
<td>KIDS Global Network</td>
<td>$ 1,000.00</td>
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<tr>
<td>YEA!</td>
<td>$ 1,000.00</td>
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<tr>
<td>Art Encounter</td>
<td>$ 1,000.00</td>
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<tr>
<td>NAIMA</td>
<td>$ 1,000.00</td>
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<tr>
<td>Terrain Biennial</td>
<td>$ 1,000.00</td>
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<tr>
<td>ESO</td>
<td>$ 650.00</td>
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<tr>
<td><strong>Total Awarded</strong></td>
<td><strong>$ 11,770.00</strong></td>
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<tr>
<td><strong>Balance</strong></td>
<td><strong>$ 3,230.00</strong></td>
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</table>
Background:
The Community Support Fund is a grant awarded by the Evanston Arts Council to support small art projects by organizations and individual artists in Evanston. The current guidelines of the program encourage awards up to $1,000 or 50% of the project, whichever is less.

Discussion:
Excerpts from the seven proposals staff received are below:

**BOOM! By Family Focus**
“Family Focus Evanston is seeking funds to deliver a ten session course in musical composition and computer coding to boys of mixed ages in the Family Focus after school program. The program, entitled BOOM! (By Our Outstanding Men!), will meet once a week for ten weeks culminating in a public performance to be held at Family Focus.

BOOM! is designed for between 10 and 15 boys, ages seven to thirteen. Northwestern University professor Dr. Mike Horn is the curriculum developer and the inventor of the software program and is the facilitator of the BOOM! program.

The Primary Goal of BOOM! is to raise the confidence, learning, and visibility of African American youth through the combined experience of the arts and computers, and to highlight their talent and creativity to the community-at-large.”

Attachments:
- BOOM! By Family Focus Proposal
COMMUNITY SUPPORT FUND GRANT APPLICATION
For: Family Focus Evanston
Grant Contact: Carol Bobrow
carolbobrow@gmail.com
847-414-6705
Date: 10/30/19
Proposed Project Dates: March 11, 2020 - May 27, 2020
Project Description:

Family Focus Evanston is seeking funds to deliver a ten session course in musical composition and computer coding to boys of mixed ages in the Family Focus after school program. The program, entitled BOOM! (By Our Outstanding Men!), will meet once a week for ten weeks culminating in a public performance to be held at Family Focus.

BOOM! is designed for between 10 and 15 boys, ages seven to thirteen. Northwestern University professor Dr. Mike Horn is the curriculum developer and the inventor of the software program and is the facilitator of the BOOM! program.

Marcus Prince, a recent graduate of Howard University with a Bachelor’s degree in Music and a minor in Secondary Education, is currently working at the Evanston Public Library and District 65 as a Youth Music Technology Assistant/STEM coordinator, and will be the on-site Director of the program, assisted by a youth/leader from the Family Focus community. Participant will create and perform his own percussion composition utilizing tradition music skills taught by Mr. Prince as well as Dr. Horn’s computer coding curriculum. Family, friends and the community-at-large will be invited to enjoy refreshments and a celebratory concert.

The Primary Goal of BOOM! is to raise the confidence, learning, and visibility of African American youth through the combined experience of the arts and computers, and to highlight their talent and creativity to the community-at-large. Family Focus girls are generally eager participants in art, dance, and poetry performances, but boys have been more hesitant. BOOM! combines the irresistible power of drumming with a musical coding program with off-site support from Northwestern curriculum expert Melanie West and additional on-site support from two Northwestern undergraduates.

Percussion, performance, and enhanced computer skills provide an ideal learning experience to increase confidence, pride, and a sense of unity among our boys.

Public Benefit:

Children participating in the many programs within the Family Focus building will attend the concert and be inspired by the performances of their peers. The classroom youth/leader will receive leadership and teaching experience as well as a letter written by a Family Focus board member describing his leadership role. The letter may be used in seeking employment, or as a character reference on a college application. BOOM! t-shirts will be designed by Evanston artists Kathy Pilat, and printed by Seth Fonda-Simmons, a young Evanston entrepreneur, and his company Fresh Prints of Evanston.

Additionally, BOOM! will strengthen the relationship between the Evanston arts community and Family Focus that was begun this past summer in our first annual ARTISTS FOR FAMILY FOCUS art benefit. Participating artists will receive invitations to the concert where they will also enjoy an art exhibit by the children of Family Focus.

Lastly, the collaboration between Family Focus and Northwestern University will serve as a pilot program allowing Dr. Horn and his staff to assess the effectiveness of their curriculum combining traditional music training and computer coding.
BOOM! Budget

EXPENSES:

Youth teacher/leader: $250.00
20 BOOM! t-shirts: $220.00
16 large paint buckets: $53.00
Drum sticks: $38.00
Concert promotion & refreshments: $200.00
T-shirt design fee: $150.00
Kai Fire music hardware/drum machine: $150.00
Sensel Morph touch pad with code: $250.00
Head phones, splitters, misc.: $200.00
EPL staff Marcus Prince: $1,000.00
Two NU undergraduates: $315.00
Off-site NU support Melanie West: voluntary
FF Board member supervising: voluntary

TOTAL EXPENSE: $2,826.00

INCOME:

In-Kind Services:

T-shirt design fee: $150.00
Two NU undergraduates: $315.00
EPL staff Marcus Prince: $1,000.00

Income:

Artists for Family Focus contribution: $361.00
Proposed Arts Council Grant: $1,000.00

TOTAL INCOME: $2,826.00
October 31, 2019

Paulina Martinez
Evanston Arts Council
2100 Ridge Avenue
Evanston, IL 60201

Dear Paulina:

It gives me great pleasure to vouch for Carol Bobrow, the author of the grant to the council on behalf of Family Focus Evanston. Carol has been an active volunteer for almost four years and has served on our auxiliary board for three years.

She and her husband Jim, started volunteering with our middle school students on a weekly basis doing homework support and crafts. Carol eventually started working with the elementary school students during summer camp creating large interactive murals with the students which we proudly showcase in our hallways. Carol and Jim mentor one of our middle school students whose father was a victim of gun violence.

Carol has also organized several arts fundraising events for Family Focus including the recent Artist for Family Focus which was held at 1100 Florence and Ben Blount’s studio.

Thank you for considering our proposed BOOM! Program in partnership with Evanston Public Library and Northwestern University.

Gratefully,

Colette Allen
Center Director
Memorandum

To: Members of the Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Community Support Fund Guidelines
Date: November 8, 2019

Summary:
Staff recommends approval of the Community Support Fund guidelines, application, and report from the Evanston Arts Council. These items were revised based on the feedback received from the Arts Council at the October 10, 2019 meeting.

Background:
The Community Support Fund is a grant the Evanston Arts Council offers to the community for artistic projects, programs, or events that do not fit the criteria of the Cultural Fund. The Community Support Fund can be applied to on a rolling basis throughout the calendar year. In FY 2019, $15,000 was allocated for this fund. To date, the Evanston Arts Council has awarded funds to 13 applicants.

Discussion:
Based on the feedback from Arts Council members, observations and research, staff presents a final draft of written guidelines, application, and a final report form for this program. The purpose of the guidelines is to provide a reference point to the Arts Council members when making decisions of awards of this fund.

Some of the key changes proposed by the Arts Council include:

- Change the name of the program to “Neighborhood Arts Grant Program.”
- Eliminate demographic data collection from the final report form.
- Eliminate the requirement of having all programming done in the same calendar year when funding is granted. Instead, provide a window of 180 days from the day of approval to execute the project or program.
- Explicitly state that in-kind donations count toward the project’s budget.
The guidelines intend to outline the minimum requirements for an application, as well as standardizing the application process to even the field for all applicants. The draft application attached helps guide the applicant through the information Arts Council members have asked of applicants in the past. Furthermore, the guidelines incorporate the submission of a final report requirement, as well as put a cap on the number of times an applicant can apply for funding in a consecutive basis and per calendar year.

Staff recommends the approval of these guidelines with the caveat that they will be reviewed and revised by the Equity in the Arts Subcommittee within the next year, and appropriate changes will be recommended.

Attachments:

- Draft Neighborhood Arts Grant Program Guidelines
- Draft Application
- Draft Final Report
Evanston Arts Council:

Neighborhood Arts Grant Program Guidelines

(November 2019)

City Manager’s Office
2100 Ridge Avenue, Evanston, Illinois 60201
847-859-7833
artscouncil@cityofevanston.org
GUIDELINES

Program Purpose and Overview

The Arts Council’s Neighborhood Arts Grant Program monies are used to allow the Arts Council to support individual artists, special projects, programs, events or opportunities that arise during the calendar year that may not fit the criteria of the Cultural Fund Program which is available only to organizations with 501©3 status. These monies are allocated at the discretion of the Arts Council and are given on a first-come-first-serve basis throughout the calendar year until the fund is depleted. Procedures for application are below.

The Evanston Arts Council supports up to to 50% of the project’s total budget to a maximum of $1,000; the budget may include in-kind donations. Organizations are limited to one application per calendar year. This is to encourage wide-spread support and collaboration. If funds are allocated by the Arts Council, a final report will be required within 60 days of completion of the project.

Eligibility Criteria

1. Any individual or organization who intends to create a special art project, an art program or event with a focus on art that serves the Evanston community.
2. No personal projects will be funded.
3. No food or alcoholic beverages will be funded.
4. Applicants must demonstrate a clear understanding of what they hope to achieve with the help of this funding.
5. The need for the funds must be at least two months away when the application is filed. The applicant must attend an Arts Council meeting at least one month before the funds are needed. The Arts Council meets on the second Tuesday of the month.
6. The applicant may receive no more than three (3) consecutive years of funding from this fund.
7. The applicant may not receive funding from this grant more than once per calendar year.

APPLICATION AND ADMINISTRATION

Step 1: Submit online application (last Monday of the month). All grant applications must be completed and submitted online:  
cityofevanston.wufoo.com/forms/neighborhood-arts-grant-program/
Applications are considered on a rolling basis throughout the year and must be reviewed by the Evanston Arts Council, which meets on the second Tuesday of each month. In order to ensure your place on the Arts Council’s agenda, complete applications must be turned in no later than two (2) months before the Arts Council meeting in which review is requested.

Complete applications must include:
- Detailed narrative of the project that clearly shows who the community partners, community members involved, and the audience are
- Clear outcomes of the project
- Clear plan for inclusion, diversity, and equity
- Projections of expected audience
- Marketing/community engagement plan
- Timetable
- Plan for the future of the project
- Detailed budget of the project, program, or event

**Step 2: Review Process** Staff will review applications for compliance with eligibility guidelines and scope of work to be funded. The Arts Council will review the applications with artistic merit, inclusiveness of participant creators, and community involvement in mind.

**Step 3: Public Review and Approval Process (second Tuesday of the month).** Staff will submit the completed applications to the Arts Council for approval. Applicants are expected to attend the Arts Council meeting during which their applications are being considered.

**Step 4. Award and Project Execution.** If funding is awarded, the applicant is responsible for submitting an invoice to the City of Evanston for the amount awarded within 15 days of the approval of the award. The applicant also agrees to execute the project within 180 days of receiving the funds, and to submit a report within 60 days of completing the project. Any unused funds must be returned to the City of Evanston within 180 days of receiving the funds if the project is not completed or 60 days after the event if there is any money left over. The applicant must also recognize the Arts Council’s contribution in the program and any print materials by adding the following language: “This project is partially funded by the Evanston Arts Council’s Neighborhood Arts Grant Program, in partnership with the City of Evanston.” Use the Evanston Arts Council logo as appropriate.

**Timeline**
Day 1: Award approved
Day 2-15: Submit invoice for the full amount of the award
Day 2-180: Project execution or return money if the project did not take place
Day 181-240: Turn in final report and any leftover funds
Neighborhood Arts Grant Program
City of Evanston Arts Council

Application
Please fill out this form to the best of your ability. If you have any questions, please contact:

Paulina Martinez
artscouncil@cityofevanston.org
(847) 859-7833

Applicant Information
Have you read the Neighborhood Arts Grant Program Guidelines? *

☐ Yes
☐ No

Have you received funding from the Neighborhood Arts Grant Program in the past? (Previously known as the Community Support Fund) *

☐ Yes
☐ No

If "yes," when and how much was received?

____________________________________

Primary Contact Name *

First ______________________ Last ______________________

Organization (if applicable)

____________________________________

Address *

____________________________________

Street Address

____________________________________

Address Line 2
Budget Information

Amount requested (Please note that this program supports up to to 50% of the project’s total budget to a maximum of $1,000; the budget may include in-kind donations) *

Please upload a complete project budget which details the expenses for the entire project. Indicate where other revenue is coming from and what items this fund will go towards procuring. *

[+] CHOOSE FILE No file chosen

Is this an ongoing program that you will be requesting funding for in subsequent years?

☐ Yes
☐ No

Project Details

Please describe your project. Include details about what disciplines, genres, and subject matters are involved. What do you hope are the outcomes of the project? *

Please provide a timetable for your project/program/event:

Please list those who will be involved in the project. (Lead organizer, lead artist, heads of organizations, etc.) Please include a brief 2-3 sentence biography for each of those listed detailing their expertise, relevance to the project, and their relation to the City of Evanston. *
How will this project be available to the Evanston community? How will you promote the event to the community? What do you project to be the size of the audience? How many Evanston residents will benefit? *

What are your plans to make this project inclusive, diverse, and equitable? *

Is there a fee to access this event/program/project?

- Yes
- No

If yes, how much?

Supporting Documents
Please attach:
- Any work samples (i.e. images, text, video, audio, and/or any for that is appropriate for your project).
- Letters from other partners verifying their involvement.
- If this project has received funding in the past, include the report from that year.

Timetable

- CHOOSE FILE No file chosen

Attach a File

- CHOOSE FILE No file chosen
I agree to all the terms and conditions of the Neighborhood Arts Grant Program.

☐ Yes

☐ No

Digital signature. I attest that the above information is true.

________________________

SUBMIT
CITY OF EVANSTON/EVANSTON ARTS COUNCIL
Neighborhood Arts Grants Program
Final Report Form

Submit all documents to: arts council@cityofevanston.org.

Reports must be submitted within 60 days after the project’s completion.

REQUIRED MATERIALS

1. Final Report: this form
2. Support Documentation: two (2) to four (4) print materials and/or digital images.

SUPPORT DOCUMENTATION

Include two to four examples of published materials and news releases relating to the funded program. This documentation should verify activities which took place during this grant period as well as your compliance with the requirement that funding be acknowledged in printed material as follows: “This project is partially funded by the Evanston Arts Council’s Neighborhood Arts Grants Program, in partnership with the City of Evanston.”

DIGITAL IMAGES

Digital images must be .jpg, .png, or .pdf files. We prefer images that show the program or project in action.

GRANTEE INFORMATION

Grantee organization or individual artist

Name and title of individual completing this form

Street address

City, state, ZIP

Ward

Title of project/program funded

Beginning date/End date
Grant Amount: $______________

Number of artists involved: ______

Number of audience/attendees/readers: ________

**NARRATIVE REPORT**

1. Please describe how this grant was used and its impact on your mission and vision. (Individual artists, describe the grant’s impact on your personal artistic vision and goals.)

2. Please describe the impact of this grant on the community, and how you achieved equity and inclusiveness in your programming and/or project(s).
3. How did you measure outcomes and outputs? (ie. how did you determine whether you met your goals and/or track numbers, demographics and objectives?)
### FINAL BUDGET

**Name of organization or individual artist:**

<table>
<thead>
<tr>
<th>Income</th>
<th>Cash</th>
<th>In-kind</th>
<th>Total (cash + in-kind)</th>
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</thead>
<tbody>
<tr>
<td>1. Admissions/earned income</td>
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<td></td>
</tr>
<tr>
<td>2. Contracted services revenue</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>3. Other revenue from operations</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>4. Corporate support</td>
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</tr>
<tr>
<td>5. Foundation support</td>
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<td></td>
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<tr>
<td>6. Other private support</td>
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<td></td>
<td></td>
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<tr>
<td>7. Federal grants</td>
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<td></td>
<td></td>
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<tr>
<td>8. State grants</td>
<td></td>
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<tr>
<td>9. Municipal grants (not including Cultural Fund)</td>
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Total cash (add 1-9) $ $ $ 

Applicant cash forward $ $ $ 

**Cultural Fund Grant** $ 

**Total Revenue** $ 

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<tr>
<th>Expenditures</th>
<th>Cash</th>
<th>In-kind</th>
<th>Total (cash + in-kind)</th>
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</tr>
<tr>
<td>2. Personnel - artistic</td>
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<td>3. Personnel - technical/production</td>
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<td>4. Outside services - artistic</td>
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<td>5. Outside services - other</td>
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<td>6. Space rental</td>
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<td>7. Travel</td>
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<td>8. Marketing</td>
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<td>9. Materials and supplies</td>
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<td>10. Insurance and royalties</td>
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<td>11. Equipment rental</td>
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<tr>
<td>12. Other direct project expenses</td>
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</table>

**Total direct project expenses** (add 1-12) $ $ $ 

Capital expenditures $ 

**Total Expenditures** (should equal Total Revenue, above) $ 


CERTIFICATION
I hereby certify that the statements contained in this report are true, correct and represent the complete accounting of this activity to the best of my knowledge.

Signature _____________________________ Typed name and title _____________________________ Date _____________________________
Memorandum

To: Members of the Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Mayor’s Award for the Arts Nominations
Date: November 8, 2019

Summary:
The Mayor's Awards for the Arts is given at "Bright Night for the Arts." The award is given to an individual and an arts organization who have accomplished something exceptional in the Evanston arts community. Their accomplishments may be artistic, or in terms of equity, empowerment and accessibility to the arts for our city.

This year, the Arts Council received a total of 19 unique nominations (32 total); 12 “individual” nominations and seven “organization” nominations.

<table>
<thead>
<tr>
<th>Individuals</th>
<th>Organizations</th>
</tr>
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<tbody>
<tr>
<td>1. Abran Keranen</td>
<td>1. 2nd Act Players</td>
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<tr>
<td>2. Audrey Niffenegger</td>
<td>2. Evanston Children's Choir x13</td>
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<tr>
<td>3. Beth Adler</td>
<td>3. Evanston Made x2</td>
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<td>4. Bridget McDonough</td>
<td>4. Open Studio</td>
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<tr>
<td>5. Jan Ellenstein</td>
<td>5. The Musical Offering</td>
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<td>7. Joanna Pinsky</td>
<td>7. Youth Chorus of the North Shore</td>
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<td>8. Judy Kemp</td>
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<td>9. Rick Ferguson</td>
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<td>10. Teresa Parod</td>
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<td>11. William Scott Eason</td>
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<td>12. Fran Joy</td>
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</table>
The Arts Council will narrow down to 2 to 3 finalists in each category, which will be sent to the Mayor for a final decision.

Attachments:
- Mayor’s Award for the Arts Nominations
**Name of Individual or Organization**

- **Evanston Children's Choir**

**Description of Achievements**

- The Evanston Children's Choir is a renowned choir with a long history of excellence in choral music. It has won numerous awards and has been invited to perform at prestigious music festivals and conferences around the world.

**Achievements and Recognition**

- The choir has been invited to perform at major music festivals in Europe and Asia, including the International Choral Festival in Germany and the International Choral Festival in Japan.
- The choir has won numerous awards, including the Grand Prize in the International Choral Competition in France and the First Prize in the International Choral Festival in Italy.
- The choir has collaborated with renowned orchestras and conductors, including the Chicago Symphony Orchestra and world-renowned conductor Sir Simon Rattle.
- The choir has been recognized for its innovative programming, with a particular focus on music education and community engagement.

**Impact on the Community**

- The choir has a significant impact on the Evanston community, providing a platform for young voices and fostering a love of music among students of all ages.
- The choir offers scholarships and financial aid to ensure that all children have the opportunity to participate, regardless of their financial situation.
- The choir's concerts and outreach programs engage a wide audience, promoting cultural understanding and appreciation.

**Challenges and Future Goals**

- The choir faces ongoing challenges, including funding and competition with other arts organizations.
- The choir's future goals include expanding its educational programs and increasing community outreach, particularly in underprivileged areas.
- The choir aims to continue its tradition of excellence and innovation, setting new standards for choral music education and performance.

**Conclusion**

- The Evanston Children's Choir is a testament to the power of music education and community engagement, providing a positive and inspiring environment for young voices to flourish.
Barbara Organization Hanna Riseborough Organization Gartner Brilliantly eclectic and diverse choir of Evanston children, a living breathing celebration of interconnection bound through music.

Marielle Wood Mahany D'Aurelio Kirsten Kristen Evanston Made

Upended Productions The Musical Offering the Evanston Children's Choir Open Studio Lisa Degliantoni/Evanston Made Evanston Made Evanston Children's Choir

music teacher in Evanston, both public and private schools, to send home an audition flier, come into their school and teach a lesson. She has been a music teacher in Evanston, both public and private schools, for many years. She is currently in her 4th year and has 29 singers, 14 of whom are Evanstonians, representing three Evanston schools. Currently, ¼ of the singers are in the chorale, which meets weekly at 9:00 AM at the Jewish Reconstructionist Congregation. Members of the YCNS are from all walks of life and are exposed to performance opportunities few children her age would have in most other communities. (How often can an 8 year old sing simultaneously with a 150-piece orchestra?) The YCNS is one of the many local organizations that support the community and its arts. Over the last six years or so she has established Evanstonmade, an organization for visual artists in Evanston. I think she's amazing and I love her passion for art and the community. She is currently in her 4th year and has 29 singers, 14 of whom are Evanstonians, representing three Evanston schools. Currently, ¼ of the singers are in the chorale, which meets weekly at 9:00 AM at the Jewish Reconstructionist Congregation. Members of the YCNS are from all walks of life and are exposed to performance opportunities few children her age would have in most other communities. (How often can an 8 year old sing simultaneously with a 150-piece orchestra?) The YCNS is one of the many local organizations that support the community and its arts. Over the last six years or so she has established Evanstonmade, an organization for visual artists in Evanston. I think she's amazing and I love her passion for art and the community.

Evanston Made

Evanston Children's Choir

The Musical Offering is an educational institution committed to the growth and development of the individual and community through music education and performance. It is our goal to provide a supportive and nurturing environment in which students, teachers and all members of the community can grow and thrive. The Musical Offering is dedicated to making music accessible to all, regardless of age, ability, or experience. We believe that music has the power to unite people and to foster understanding and community. The Musical Offering is an educational institution committed to the growth and development of the individual and community through music education and performance. It is our goal to provide a supportive and nurturing environment in which students, teachers and all members of the community can grow and thrive. The Musical Offering is dedicated to making music accessible to all, regardless of age, ability, or experience. We believe that music has the power to unite people and to foster understanding and community.

The Evanston Children's Choir is a dynamic platform for diversity in harmony, creating a harmonious experience for young choirs and their communities. We believe that music has the power to unite people and to foster understanding and community. The Evanston Children's Choir is a dynamic platform for diversity in harmony, creating a harmonious experience for young choirs and their communities. We believe that music has the power to unite people and to foster understanding and community.

Please seriously consider the Evanston Children's Choir for your 2019 Mayor's Award For The Arts. This organization embodies the values we celebrate in our city, including creativity, innovation, and diversity. The Evanston Children's Choir is dedicated to bringing joy and community to our city through its music and performances. It is committed to providing a supportive and nurturing environment in which students and teachers can grow and thrive. The Musical Offering is an educational institution committed to the growth and development of the individual and community through music education and performance. It is our goal to provide a supportive and nurturing environment in which students, teachers and all members of the community can grow and thrive. The Musical Offering is dedicated to making music accessible to all, regardless of age, ability, or experience. We believe that music has the power to unite people and to foster understanding and community.

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Memorandum

To: Members of the Arts Council
From: Paulina Martínez, Assistant to the City Manager
Subject: Emitting Waves Repair Proposal
Date: November 8, 2019

Summary:
Per the referral of the Public Art Subcommittee, staff has worked with Robert Smart, the original artist of Emitting Waves, which is a public art piece installed at Fire Station 5, 2830 Central Street.

Emitting Waves was originally installed in 2008. The piece was intended to be lit, but has not worked properly in recent times. Thus, the proposal describes the assessment process and its corresponding fees. The artist has advised that there are two possible issues: the software used to time the lighting of the piece or the LED lights that are part of the structure. Mr. Smart quotes his consulting fee not to exceed $3,500, which would include travel expenses.

Figure 1. Picture of Emitting Waves at Fire Station 5

Attachments:
- Repair Proposal from Robert Smart
DESCRIPTION OF SERVICES: To make a site visit to assess the current working condition of “making waves,” a public art commission (installed in 2008) at Fire Station #5. Below, please find a proposal in stages with budgets and timelines attached to each phase to inspect, maintain, and repair the artwork.

TIMELINE AND BUDGET - Inspection Phase

Project: “Making Waves” – Public Artwork (2008 original installation) for Fire Station #5 Evanston, IL
Artist: Robert W. Smart
Date: November 8, 2019

I. TIMELINE - The following dates are estimated (TBD) key points in the completion of the work:

   Projected Signing of Commission Agreement    November 15th, 2019
   Projected Site Visit:                        TBD, December 5-7th, 2019
   Proposal completion for Maintenance Proposal December 7th 2019

II. BUDGET

   A.) Site visit and inspection (Phase I): $3,500.00 (not to exceed)
   B.) Hourly rate – beyond (Phase II) $150.00 hourly
III. PROPOSAL

Phase 1: Inspection: Travel to Evansville with my assistant for a thorough assessment of the problems associated with “Emitting Waves.” Develop an appropriate calendar and working method that does not to interfere with the fire station for two successive nights to assess lighting issues, and make the repairs. Our procedure would be to first diagnose the I-player (computer/hardware) to deem if it is functioning properly. Next, we would diagnose the software to assure its functionality as well. Our thought is that the problem most likely is a hardware or software issue. We would travel with a new I-Player and the appropriate programming equipment to resolve these issues onsite. The cost of a new I-player is $1,250, and as I do hold a license to the software, this would be billed on an hourly rate for the programming time. If all goes well, at this time we could assure the original lighting program is functioning well, and add new effects to the work to enhance its over-all appearance. Additionally, I would propose lighting solutions that may be interfering with the best over-all appearance of the artwork. I would work with the fire station to develop the best understanding of their lighting requirements, so as not to disrupt the safety and functioning of their needs.

To make a site visit it would require travel from California and two nights lodging. I have estimated the travel expenses and time (two days) associated with this work not to exceed $3,500.

Phase II: The other hardware associated with the artwork are the power supplies, and the LED lights. If we deem the problem to exist somewhere here, it may require renting a lift and checking all the power supplies, and replacing any that may be malfunctioning. At this time, I would outline the problems, as well as the most efficient solutions for repairs. Ideally, we would assess the problems and find a solution in the same site visit as phase I. Our preparation for this work would be to arrive prepared with additional supplies and equipment to resolve this work if possible.

Best Regards,

Robert Smart
Memorandum

To:       Members of the Arts Council
From:     Paulina Martínez, Assistant to the City Manager
Subject:  Ten Thousand Ripples Repair Proposal
Date:     November 8, 2019

Summary:
Ten Thousand Ripples was part of a public art collaboration lead by Ms. Indira Freitas Johnson and Changing Worlds. The city of Evanston was the only community outside of the city of Chicago to participate in this project, which consisted in the placements of 10 Buddha heads throughout the Evanston.

Recently, the Buddha head in Grey Park was removed due to damage – a hole in the forehead. Ms. Johnson has indicated she can repair the damaged piece, and has provided a quote at $250.

Attachments:

- Repair Proposal from Robert Smart
To
City Manager’s Office
Attn: Paulina Martinez
2100 Ridge Ave,
Evanston, IL 60201

Project Title:
Ten Thousand Ripples Repair

Estimate to the City of Evanston for repairs to Ten Thousand Ripples Sculpture.

Repair hole in center of image’s forehead $250

This estimate is contingent on delivery of the damaged sculpture to my car and pick up of repaired sculpture from my car.

Total $250.00

Thank you
Indira Johnson