

Evanston Arts Council Meeting
Tuesday, December 10, 2019, 6:30 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, 2402

AGENDA

1. **Call to Order and Declaration of a Quorum**
2. **Public Comment**
3. **Approve Meeting Minutes from November 12, 2019**
4. **Consideration**
 - A. Neighborhood Arts Grant Funding Request
 1. Kids Create Change
 - B. Arts Council Bylaws
 - C. Arts Council 2020 Meeting Dates
5. **Discussion**
 - A. 820 Davis Street Mural Proposal
 - B. RCCC Public Art Engagement Results
 - C. Entertainment Tax for Not-For-Profit Organizations
6. **Communications**
 - A. Chairs Report
 - B. Public Art Subcommittee Report
 - C. Equity in the Arts Subcommittee Report
 - D. Staff Report
7. **Announcements**
8. **Adjournment**

Next meeting will be Tuesday, January 14, 2020

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.



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Evanston Arts Council Meeting

Tuesday, November 12, 2019, 6:30 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge Avenue, 2404

Present: James Deeb, Toby Sachs (Vice-chair), Jamal Ahmad, Beth Adler (Chair), Chantal Healey, Maasai Amewa, William Jones, Indira Johnson, Judith Cohen

Absent: Angela Williams, Lisa Corrin

Staff: Paulina Martinez, Assistant to the City Manager

1. Call to Order and Declaration of a Quorum

Meeting called to order at 6:31 p.m.

2. Public Comment

No Public comment

3. Approve Meeting Minutes from October 15, 2019

9-0-1 Dr. Ahmad abstained.

4. Consideration

A. Community Support Fund Request

1. Family Focus – BOOM!

Ms. Carol Babrow introduced herself and explained her project is a collaboration between Family Focus and Northwestern University. She explained that the program was designed with the intention of having the boys in the after school programs involved in performing arts. BOOM! is a blend of coding and drumming exploration. The participants will get the opportunity to present their project at the end of the 10-week program. She is asking for \$1,000. NU professor, Dr. Horn will be the instructor, and a young man from the community will assist.

Ms. Riseborough moved to approve. Ms. Adler second. Unanimously approval.

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B. Community Support Fund Guidelines

Ms. Adler asked if there was any feedback to the revised draft guidelines. Mr. Sachs suggested that the application mentions the old and new names of the grant when asking about the grants received in the past.

Mr. Deeb added he wants to collect suggestions about the application process from the applicants when they fill out the final report.

Ms. Adler asked to replace “event” with “project” in step 4; add that funds cannot be used retroactively; add language that if applicants need longer to complete the project, to communicate with staff about it.

Mr. Sachs moved to approve. Mr. Deeb second. Unanimously approved.

C. Mayor’s Art Award

Mr. Sachs said the Arts Council is helping the Mayor make the final decision for the 2019 Mayor’s Art Award. He asked Arts Council members to individually make remarks about the nominated individuals and then organizations. Mr. Sachs also asked members to mark their top 3 selections of nominees in each category. Mr. Sachs mentioned Ms. Adler withdrew her name from the nomination list.

Top 3 finalists:

Organizations

- Evanston Made
- Children’s Choir
- Open studio

Individuals

- Fran Joy
- Joanna Pinsky
- Bridget McDonough

Ms. Martinez mentioned that the top 3 nominees in each category will be shared with the mayor for a final decision.

D. *Emitting Waves* Repair Proposal

Ms. Martinez explained to the Arts Council original artists, Robert Smart, provided a proposal for consulting on the repairs of *Emitting Waves* for \$3,500. Ms. Adler suggested finding a local provider for a second opinion.

84 **Staff was directed to reach out to local providers to procure a second**
85 **quote.**

86

87 E. *Ten Thousand Ripples* Repairs Proposal

88 Ms. Martinez provided explained a piece from the *10,000 Ripples* project is
89 broken, and original artists, Indira Johnson, provided a quote for \$250 to repair it.

90

91 **Ms. Adler moved to approve. Ms. Riseborough second. Approved 9-0-1. Ms.**
92 **Johnson abstained.**

93

94 5. Discussion

95 A. Bright Night Update

96 Ms. Adler said Ms. Richardson, Ms. Martinez and she met with The Block
97 Museum staff, who mentioned that over 100 RSVPs have been received.

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99 Ms. Adler asked for volunteers; Ms. Healey, Ms. Cohen, and Ms. Johnson
100 volunteered to help.

101

102 B. 2020 Retreat

103 Ms. Adler and Mr. Sachs gave overview of the 2019's retreat.

104

105 Ms. Martinez will reach out to members with early march dates for 2020. Indira
106 might be gone.

107

108 6. Communications

109 A. Chairs Report

110 No report

111

112 B. Public Art Subcommittee Report

113 Ms. Riseborough said the Subcommittee is considering various project's for
114 2020.

115

1. Robert Crown Artist Visit

116 Ms. Adler said Blessing Hancock came to Evanston and visited the after school
117 program at the Robert Crown Community Center, the Main branch of the Library,
118 and the Flea Market at Robert Crown Community Center.

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120 C. Equity in the Arts Subcommittee Report

121 No report.

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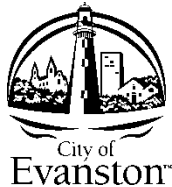
123 D. Staff Report

124 7. Announcements

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126 8. Adjournment

127 Meeting adjourned at 8:10 p.m.



Memorandum

To: Evanston Arts Council

From: Paulina Martínez, Assistant to the City Manager

Subject: Neighborhood Arts Grant Funding Requests

Date: December 10, 2019

Summary:

Staff received two requests for funding through the Neighborhood Arts Grant program, previously known as the Community Support Fund program.

Applicant/Project	Recommended Amount	Project Budget
Kids Create Change	\$ 1,000	\$ 8,210
Total	\$ 1,000	-

For FY 2019, \$15,000 was allocated to the Community Support Fund. To date, 16 grants have been awarded to the organizations/individuals listed below, leaving the fund with \$2,230.

Org/Individual Name	Amount
Jason Brown	\$ 270.00
Evanston Symphony Orchestra	\$ 600.00
Gina Clark	\$ 500.00
Mat Rappaport	\$ 1,000.00
Downtown Evanston	\$ 750.00
Identity Performing Arts	\$ 1,000.00
Global Water Dances Evanston	\$ 500.00
Jutta and Terran	\$ 1,000.00
Design Evanston	\$ 500.00
KIDS Global Network	\$ 1,000.00
YEA!	\$ 1,000.00
Art Encounter	\$ 1,000.00
NAIMA	\$ 1,000.00
Terrain Biennial	\$ 1,000.00
Evanston Symphony Orchestra	\$ 650.00
BOOM! By Family Focus	\$ 1,000.00
Total Awarded	\$ 12,770.00

Balance	\$ 2,230.00
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Background:

The Neighborhood Arts Grant 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:

Excerpt from the funding request staff received is below:

Kids Create Change

“To address our goal and objectives we have created the Kindness in Action City-Wide Art Project. We will host art making workshops in 17+ locations throughout Evanston from January-December 2020. We will be collaborating with various Evanston programs and organizations to facilitate workshops in 17+ spaces with locations in all 9 wards in order to promote access and inclusion of all community members. Additionally, the workshops will be free of charge to all participants. As part of each workshop, the art work created by the participants will be joined to create a small installation that will remain onsite through the end of the year (date tdb).”

Attachments:

- Kids Create Change Application (links to supporting documents embedded)
- Updated Budget





Paulina Martinez <pmartinez@cityofevanston.org>

Neighborhood Arts Grant Program [#1]

1 message

Wufoo <no-reply@wufoo.com>
 Reply-To: no-reply@wufoo.com
 To: artscouncil@cityofevanston.org

Sun, Dec 1, 2019 at 12:46 PM

Have you read the Neighborhood Arts Grant Program Guidelines? *	Yes
Have you received funding from the Neighborhood Arts Grant Program in the last three (3) years? (Previously known as the Community Support Fund) *	No
If "yes," please list all Neighborhood Arts Grants (previously known as the Community Support Fund) received in the last three (3) years. Include date, amount, and name of project.	N/A
Primary Contact Name *	Melissa Raman Molitor
Organization (if applicable)	Kids Create Change & 2020 Kindness and Nonviolent Action Initiative
Address *	 2227 Payne St Evanston, IL 60201 United States
Email *	mprmolitor@mac.com
Phone Number *	(773) 294-7051
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) *	1000
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. *	 kindness_in_action_project_budget_eac.pdf 53.60 KB · PDF
Is this an ongoing program that you will be requesting funding for in subsequent years?	No

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? *

KINDNESS IN ACTION CITY-WIDE ART PROJECT

Goal:

To create a year-long participatory art and installation project that will engage the community-at-large in hands-on collaborative art making, and encourage dialogue around kindness in the community.

Objectives:

- To encourage young people to use their creativity to express their ideas and experiences around issues that affect them and their community e.g. kindness and nonviolence
- To create opportunity for young people to engage with others in conversation around important community issues
- To give young people a chance to be seen and their voices heard, where agency through art can bring them into the city-wide conversation and empower them to be active participants in their community
- To facilitate space for the community-at-large to see and hear what young people have to say about kindness and nonviolence through their eyes and experiences
- To design a participatory art making project that will accommodate all ages and abilities, including our youngest community members, and find innovative ways to engage teens
- To implement a strategy for participation that increases access and equity and allows us to engage young people and families in all Evanston wards

Kindness in Action City-Wide Art Project Description

To address our goal and objectives we have created the Kindness in Action City-Wide Art Project. We will host art making workshops in 17+ locations throughout Evanston from January-December 2020. We will be collaborating with various Evanston programs and organizations to facilitate workshops in 17+ spaces with locations in all 9 wards in order to promote access and inclusion of all community members. Additionally, the workshops will be free of charge to all participants. As part of each workshop, the art work created by the participants will be joined to create a small installation that will remain onsite through the end of the year (date tdb). A small box of materials and instructions will also be placed with the installations so that visitors can keep adding to the collaborative piece long after the workshop ends. The first workshop will take place at the Evanston 2020 Year of Kindness and Nonviolent Action Initiative kick-off event in January. At the end of the year, all of the art work from each site will be brought together to create a final large-scale installation for display at the initiative's year-end celebration in December. To encourage kindness-based action to occur beyond and between the workshops, we will be offering participants materials and tools that they can take with them to keep kindness in action going. We call this effort "Art-Bombing Kindness" in Evanston. Participants will come away from the workshops with 'Kindness Kits' which will include buttons and stickers to spread kindness messages, pay-it-forward ideas, and tools for promoting kindness in action in the community and on social media. The goal of these kits is to create momentum from one workshop to the next, empowering the participants to continue the work beyond the workshops, and inspiring a kindness movement throughout the city.

We will also be creating and maintaining Facebook and Instagram accounts that will both promote the Kindness in Action City-Wide Art Project, and serve as a vehicle for spreading the kindness movement throughout the city. We will be updating it with art work created in the workshops, adding photos of button and sticker sightings throughout Evanston, and we will be 'tagging' (both physically and digitally) the programs, groups and organizations that are doing work related to kindness and nonviolent action in Evanston.

WORKSHOP DETAILS AT-A-GLANCE

Workshop Dates: January-December 2020, individual dates TBD

Workshop Locations: Multiple sites (see proposed locations), goal is 17 but more may be added

Target Participants: Children, teens and their families, but all are welcome to participate

Workshop Length: 1.5 hours

Number of Facilitators: 2 per workshop (kick-off and closing events will require additional volunteers)

Number of Participants per Workshop: 25 (dependent on location and space limitations)

Target Total Number of Participants: 500+

Cost to Participants: Free of Charge

Art & Installation Materials: 2D and 3D materials include fabric and natural materials

Kindness Kits: Buttons, stickers, pay-it-forward ideas, community kindness activities, social media links

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

January - December 2020

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. *

Melissa Raman Molitor, ATR-BC, LCPC (Project Head/Lead Artist)

Melissa is an artist, educator and art therapist living and working in the Chicago-Evanston area, and is raising two boys who are students in both D65 and D202. Her work centers on developing programs that utilize the arts to encourage social-emotional development in young people and engage communities in creative social action. Melissa is an adjunct associate professor at the School of the Art Institute of Chicago (SAIC) in the Graduate Art Therapy Department, and is a consultant to schools and organizations interested in the myriad ways in which art can connect people and build community. In 2016, she designed and implemented a 10-week empathy-based art program at Lincolnwood Elementary School for 75 3rd grade students that culminated in a community exhibition at a local Evanston gallery. She is the founder of Kids Create Change a social art practice which encourages young people to engage in their communities and address personal and social issues through art and narrative, and is a member of the EvanstonMade Board of Directors.

Angela Lyonsmith, ATR-BC, LCPC (Project Head/Lead Artist)

Angela is the mother of three young children (one of whom is a D65 student), an artist, art therapist, and Assistant Professor, Adj. at the School of Art Institute of Chicago. She was the owner of Gather, a community art studio and creativity-focused play space in downtown Evanston and is currently the Program Director for CEW (Creatively Empowered Women). Angela provides consultation for art therapy program development in residential and treatment centers in Chicago and Evanston and supports the development of therapeutic arts programming for vulnerable children and families in East Africa with Global Alliance for Africa. She also serves on the Board of Directors of EvanstonMade and is a founding member of C3.

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? *

Through collaboration with various community groups and organizations, we are aiming for 17 workshop locations, with the possibility of adding more as the project grows. 10 of the locations on the list below have been confirmed and we are in contact with the remaining sites. (See Attached Site List & Map)

- Evanston Civic Center
- Levy Center
- Robert Crown
- Ridgeville Park
- Family Focus
- Evanston Public Libraries (3 branches)
- Schools we have existing relationships with: MLK Jr., Walker, Lincoln, Lincolnwood, ETHS
- Y.O.U.
- Evanston Art Center/EvanstonMade Kids
- YMCA & YWCA
- Other businesses, schools, etc.

Additional sites will potentially be added based on project growth and funding throughout the year. We currently have relationships with Y.E.A, Open Studio Project, Washington Elementary School, Baker Demonstration Center, Kingsley Middle School, Nichols Middle School, Chiaravalle, and the Evanston Ecology Center. If time, funds and manpower allow we will also explore possible collaborations with more D65 schools and Park District Programs.

We plan to host an average of 25 participants in each workshop (dependent on space limitations of the sites), with a goal of involving over 500 participants. These collaborations and partnerships will assist us in hosting workshops in all nine wards in Evanston in order to ensure access to all community members, and the workshops will be free to all participants. We will promote the workshops through the sites/locations of the workshops, on the City of Evanston, EvanstonMade, 2020 Initiative, and Kindness in Action websites and social media, and through flyers and postcards placed throughout the city. We also hope to garner interest from local papers/blogs/enewsletters to cover some of the earlier workshops in order to help spread the word about their dates and locations.

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

As previously stated, we will be collaborating with local businesses, organizations, and schools throughout the city. These collaborations and partnerships will assist us in hosting workshops in all nine wards in Evanston in order to ensure access to all community members, and the workshops will be free to all participants. Promotion of the project and the individual workshops will be done through multiple avenues in order to increase our reach to as many community members as possible.

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

No

Timetable



[kindness in action citywide art project full proposal eac.pdf](#)

3.41 MB · PDF

Attach a File



[kindness in action workshops locations and map eac.pdf](#)

2.57 MB · PDF

Attach a File



[full bios past projects and work samples eac.pdf](#)

127.60 KB · PDF

I agree to all the terms and conditions of the Neighborhood Arts Grant Program.

Yes

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

Melissa Raman Molitor

Proposed Budget for Kindness in Action City-Wide Art Project

Description	Notes	Cost
Art Materials (17 workshops)	(Blick/Vogue/Joanne's) markers \$130, colored pencils \$50, gel pens \$70, glue sticks \$40, yarn \$175, crochet hooks \$15, knitting needles \$20	\$500.00
Supplies	(Walgreen's/Target) hand wipes \$20, spray cleanser \$25, paper towels \$15	\$60.00
Installation Supplies (17 sites + final installation)	(Blick/Home Depot) hot glue sticks \$30, twine \$30, hooks \$70, wire \$20, wood frame \$150	\$300.00
Marketing/Print Materials	(BluePrint Shoppe/Quartet) Kindness Art Cards \$250/1000 cards, posters \$150/50, flyers \$50/500	\$450.00
Stickers	(Sticker Mule) 5"X5" static clings \$210/300, 5"X3" stickers \$250/500	\$460.00
Buttons	(Sticker Mule) 1000 1.5" buttons	\$245.00
Spray Paint	(Blick) 10 @ \$15/can	\$150.00
Stencils	(My Parking Sign) 5 30"X30" stencils	\$300.00
Subtotal Expenses		\$2465.00
In-Kind Contributions	Notes	Amount
Artist/Facilitator Stipends (2 @\$1,500/artist)	Volunteered Time	\$3000.00
Venues, Tables/Chairs (17 sites @\$150/site)	Provided by Workshop Sites	\$2550.00
Tree Branches	Sourced from fallen tree branches	\$0.00
Art Materials (17 workshops)	scissors @\$40, pens & pencils @\$25, collage materials @\$30	\$95.00
Supplies (17 workshops)	bins & containers @\$40	\$40.00
Installation Supplies (17 sites + final installation)	2 hole punchers \$10, 2 hot glue guns \$25, hammer \$20, nails \$5	\$60.00
Subtotal In-Kind Contributions		\$5745.00
TOTAL PROJECT BUDGET		\$8210.00
Other Sources of Funding (Non-EAC)	Notes	Amount
2020 Kindness and Nonviolent Action Initiative	The Initiative is seeking funding from the Evanston Community Foundation, Illinois Arts Council, Evanston Rotary Club, Foundation 65, and Individual Donors and Sponsors	\$500.00
Foundation 65		\$500.00
Individual Donors		\$500.00
TOTAL INCOME		\$1500.00



Memorandum

To: Evanston Arts Council

From: Paulina Martínez, Assistant to the City Manager

Subject: Arts Council Bylaws

Date: December 6, 2019

Summary:

Staff recommends the Arts Council adopts the revised draft bylaws.

Background:

In early 2019 the Arts Council started working with staff to establish bylaws that would address the following topics:

- Length and rotation of Chair tenure
- Formalization of Vice-chair role
- Size of subcommittees and working groups
- Attendance policy
- Update mission of the Arts Council

In October 2019 staff presented draft bylaws to the Arts Council. The Arts Council provided staff with feedback, which was then reviewed by the Legal Department for a final draft that is presented at the December 10, 2019 Arts Council meeting.

Attachments:

- Draft Arts Council Bylaws

BYLAWS OF THE EVANSTON ARTS COUNCIL

EVANSTON
ARTS COUNCIL

BYLAWS

TABLE OF CONTENTS

<i>ARTICLE</i>	<i>DESCRIPTION</i>	<i>PAGE</i>
ARTICLE I	Name and Authority	3
ARTICLE II	Mission	3
ARTICLE III	Membership	4
ARTICLE IV	Officers.....	5
ARTICLE V	Meetings	6
ARTICLE VI	Amendments	7

**THE ARTS COUNCIL
OF THE CITY OF EVANSTON**

BYLAWS

ARTICLE I

Name and Authority

- Section 1** The name of this organization shall be “The Arts Council of the City of Evanston, Illinois,” hereafter referred to as the “Arts Council.”
- Section 2** The establishment of this Arts Council is provided for in Evanston City Code Section 2-1-1 “Establishment.”
- Section 3** The business of the Arts Council is conducted in accordance with the Illinois Open Meetings Act and applicable ordinances adopted by the Evanston City Council. Where Evanston ordinances conflict with these Bylaws, the former shall prevail pursuant to Evanston’s home rule authority.

ARTICLE II

Mission

- Section 1** The Evanston Arts Council consists of twelve (12) community members who seek to encourage the involvement of citizens in the arts and to aid the coordination of private and public cultural activities in Evanston. The principal activities of the Arts Council are Granting, Advocacy, and Advisement.
- Section 2** The Arts Council manages Cultural Fund Grants (larger grants of up to \$5,000, allocated once a year to organizations with 501(c)(3) status), Community Support Grants (grants of up to \$1,000 to individual artists and organizations, made on a rolling basis throughout the year), and the Public Art Budget (which places and maintains sculptures and murals in public places throughout the city).
- Section 3** The Arts Council fosters and maintains relationships with artists and arts organizations in Evanston in order to act as an advocate for their concerns and a supporter of their projects in the community. The Arts Council serves at the pleasure of the Mayor, the City Manager, and the City Council and seeks to advise them in all matters that touch on the arts.

ARTICLE III

Membership

Section 1 Members

The Mayor shall appoint twelve (12) Evanston residents to serve as members of the Arts Council. The Arts Council will have the power to establish Subcommittees. Each Subcommittee shall have six (6) Arts Council members serve within the Subcommittee. The Arts Council members shall serve without compensation and shall be residents of the City of Evanston or employed within the City of Evanston in a position other than Alderman, officer, or employee of the City.

The Arts Council's membership must be representative of the City of Evanston's constituent makeup, including but not limited to: race, color, religion, national origin, sex, sexual orientation, gender identity, geography, marital status, age, socioeconomic status, and disability.

Section 2 Conflicts of Interest

All members of the Arts Council agree to abide by all duties and obligations imposed on Arts Council members in the City's Code of Ethics and the duties outlined in City Code Title 2, Chapter 1, "Arts Council." The Code of Ethics is intended to clarify and prevent the personal interests of Arts Council members from interfering with the performance of their duties.

The Arts Council strives to maintain the highest ethical standards to avoid conflicts of interest. All members of the Arts Council shall act in good faith in all relationships touching upon their responsibilities to the Arts Council and shall avoid any conflict of interest.

Section 3 Funding of Arts Council Grants

The City Council shall determine its annual level of funding of the Arts Council. The Arts Council programs shall be funded, as much as possible, from funds other than those from the general fund of the City. None of the above sections, without prior approval by the City Council, shall include the power to obligate the City for compensation to any person, organization or agency.

Section 4 Expenses

All appointed members of the Arts Council shall serve as such without compensation. Expenses incurred by any member in the performance of official duties may be reimbursed, with prior written approval by the City Manager, in accordance with policies and procedures established by the City of Evanston.

ARTICLE IV

Officers

Section 1 Elected Officers

The elected officers of the Arts Council shall consist of a Chair and a Vice-Chair. The Subcommittees of the Arts Council shall consist of a Chair.

Section 2 Election of Officers

- A. In September of each year, the Arts Council shall nominate candidates for the Chair and Vice-Chair positions.
- B. The Arts Council shall prepare a slate of candidates for each office, as well as Subcommittees, to be presented at the October meeting.
- C. Any Arts Council member may make additional nominations at the October meeting, with the consent of the nominee, prior to any vote.
- D. Arts Council members shall elect officers by voting upon the slate of candidates and any additional nominees by no later than the November meeting.

Section 3 Terms of Office

Term of Office: All appointees to the Arts Council shall serve terms of three (3) years. No member shall serve more than a total of six (6) years. No member shall serve more than two consecutive three-year terms in each office.

The Chair and Vice-Chair shall be elected for one-year terms from November 1 to October 31 with an option to renew for a second year. Should the Chair or Vice-Chair leave prior to the completion of their one-year term, an election will take place to choose a replacement to serve the remainder of that term. This will not count as a full term and the new officer would be eligible to serve a new full term if reelected. The Chairs of the Subcommittees shall serve for one year, with an option to be reelected for a second year.

Section 4 Attendance, Removal from Office, Vacancies

Should there be a vacancy prior to the completion of a member's full term, a new member will join to replace them and their new three (3) year term will begin. No member will serve more than a total of six (6) years.

A vacancy in any office shall be filled by the appointment of the Mayor and confirmed by the City Council. The officer is appointed for the duration of the unexpired term.

If an Arts Council member fails to attend three (3) consecutive regular Arts Council meetings without a reasonable cause or otherwise neglects the duties as an Arts Council member, the Chair, with the assent of the Arts Council, may recommend to the Mayor that the seat be declared vacant.

Any vacancy shall be filled by the Mayor as soon as possible.

A member of the Arts Council may be removed by the Mayor for absenteeism, neglect of duty, or misconduct or malfeasance in office per a violation of the Code of Ethics.

Section 5 Duties of Officers

- A. The Chair shall assure that the policies, programs and orders of the Arts Council are carried out.
- B. The Chair shall preside at all meetings of the Arts Council. The Vice-Chair shall preside in the Chair's absence.
- C. The Chair shall be responsible for calling meetings of the Arts Council pursuant to the Open Meetings Act and for assuring that an agenda is posted for each meeting.
- D. The Chair may appoint two (2) members to a working group to work on specific tasks. If a working group's appointments consist of four (4) or more members of the Arts Council, the Open Meetings Act must be followed.

ARTICLE V

Meetings

Section 1 Regular and Special Meetings

- A. Regular meetings shall be held on the second Tuesday of each month at 6:30 p.m. in the Civic Center, 2100 Ridge Avenue, unless such day shall be a legal holiday observed by the City or another conflict exists, in which case the regular meeting shall be held at such other time as the Arts Council may decide, upon proper notification pursuant to the Open Meetings Act.
- B. Special meetings shall be held upon the request of the members of the Arts Council.

- C. Notice of all regular and special meetings of the Arts Council shall be communicated to members at least one week before the meeting by action at a previous meeting, or by mail, email, or by telephone.
- D. Meetings shall be open to the public in accordance with the ordinances of the City of Evanston and the Open Meetings Act.
- E. Notice of all regular and special meetings of the Arts Council shall be communicated to the public by publication of an agenda in accordance with the Open Meetings Act.

Section 2 Quorum

A majority of the members of the Arts Council appointed constitutes a quorum for the transaction of business.

Section 3 Voting

At any meeting at which a quorum is present, the affirmative vote of the majority of the members present shall carry any issue. The Chair is a voting member of the Arts Council and may vote on any issue.

Section 4 Parliamentary Procedure

Unless inconsistent with these Bylaws or otherwise decided by the Arts Council, all meetings shall be conducted in accordance with *Robert's Rules of Order Newly Revised* (Tenth Edition).

ARTICLE VI

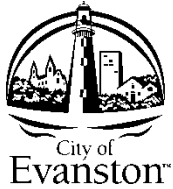
Amendments

Section 1 These Bylaws may be amended at any meeting of the Arts Council by the affirmative vote of a majority of members in office. Written notice of proposed amendment(s) shall be given to all members at least two weeks prior to the meeting at which the amendment(s) is/are to be considered.

Section 2 Any proposed amendment(s) to the Bylaws shall be included in the meeting packet at which they will be voted upon.

Section 3 The City Manager shall be advised of any changes in these Bylaws.

Section 4 The Arts Council shall review its Bylaws annually.



Memorandum

To: Arts Council Members

From: Paulina Martínez, Assistant to the City Manager

Subject: Arts Council 2020 Meeting Dates

Date: December 6, 2019

Summary:

Staff recommend approval of the following proposed meeting dates, which are based on the current schedule followed by the Arts Council:

January 14, 2020
February 11, 2020
March 10, 2020
April 14, 2020
May 12, 2020
June 9, 2020
July 14, 2020
August 11, 2020
September 8, 2020
October 13, 2020
November 10, 2020
December 8, 2020



Memorandum

To: Evanston Arts Council

From: Paulina Martínez, Assistant to the City Manager

Subject: 820 Davis Street Mural Proposal

Date: December 6, 2019

Summary:

EMAP representative, Lea Pinsky, presents the mural proposal for at 820 Davis. All feedback provided will be shared with the Design and Project Review Committee (DAPR) for final approval.

Attachments:

- 820 Davis Mural Proposal

820 DAVIS MURAL

Spring 2020

The downtown Evanston building at 820 Davis Street is under new ownership by Free Market Ventures, and as part of their renovations, the Ownership team has decided to install murals inside and outside the building. Art Encounter's Evanston Mural Arts Program (EMAP) will be facilitating this project, working with Chicago artist Ruben Aguirre. The artist will use a 36' boom lift on the exterior wall, and paint with spray paint, after the Ownership has the wall primed by their contractors. The project will take place between April – June 2020.

Below is a placeholder image of Ruben's exterior design that we are seeking approval for at this time so that we can move forward with the project.

Contacts for this mural project are: Dustin Harris and Lea Pinsky, EMAP, Art Encounter emap@artencounter.org

820 DAVIS

Proposed Mural Concept

Mural Artist: Ruben Aguirre

Note: The rendered view is a photo-realistic illustration of the character and extent of the proposed mural.

Final Mural design is under development.





Memorandum

To: Evanston Arts Council

From: Paulina Martínez, Assistant to the City Manager

Subject: RCCC Community Engagement Results

Date: December 6, 2019

Summary:

Artist Blessing Hancock, visited Evanston from November 1-2, 2019 as part of her community engagement phase. She visited the Robert Crown after school program, the Evanston Public Library Main Branch, and the Flea Market at Robert Crown.

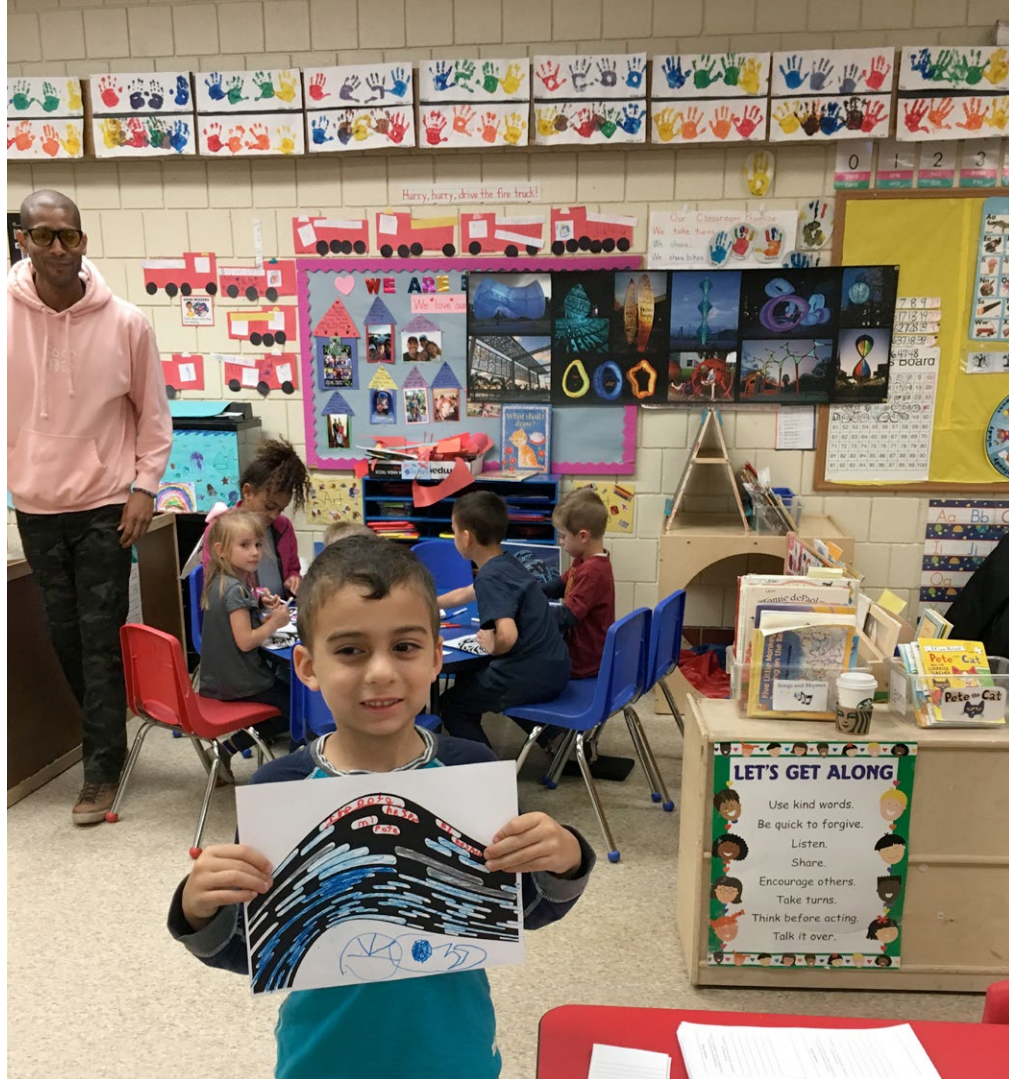
Arts Council members Gay Riseborough, Judith Cohen, Beth Adler, and Maasai Amewa assisted the community engagement sessions with the artists to offer assistance as needed.

Attachments:

- RCCC Community Engagement Results

12/04/19 Submittal

- 1 Community Engagement
- 2 Text to be Used



Community Engagement:

I engaged the local community at the Robert Crown After School Program, Evanston Public Library and Robert Crown Flea Market held on Nov 1st-2nd 2019. Responses were also gathered on-line at the Cities website.

Members of the Evanston Arts Council helped at each event. Engagement consisted of a hands-on drawing exercise for youth and comment cards for feedback from adults. The request was for ideas that relate to the activities at Robert Crown Center: LEARNING, RECREATION AND COMMUNITY

This submittal lists the text collected from the community engagement.

Illuminated Sculpture for Robert Crown Center by Blessing Hancock

Community Engagement Text

ABUNDANT	CARDS	DREAMERS	FORGIVENESS	HOME BASE	LIGHTHOUSE	POSITIVE	SISTERHOOD	TRUTHFUL
ACADEMY	CARING	DRIVE	FOUND	HONESTY	LINCOLN	POTAWATOMI	SKATE HARD	TRUTHFULNESS
ACCEPTANCE	CELEBRATE	DYNAMIC	FOUNDATION	HONOR	LINCOLNWOOD	POWERFUL	SKEVANSTON	TRY
ACCESS	CHARACTER	EACH SORT	FOUNTAIN	HOPE	LISTEN	PREPARED	SKY	UNDERSTANDING
ACCOUNTABILITY	CHARITY	EARTH	SQUARE	HUMAN RIGHTS	LITTLE	PROGRAM	SMART	UNIQUE
ACEPTACIÓN	CHESS	ECLECTIC	FRANCES WIL-	HUMANE	LONG TRACK	PROGRESSIVE	SMILE	UNIVERSITY
ACTIVE	CHILDHOOD	EDUCATE	LARD	HUMANKIND	LOVE	PROMOTING	SO MANY BOOKS	UNITE
ADAPTABILITY	CHILDREN	EFFORT	FREEDOM	HUMILITY	LOVING	PROSPERITY	SO LITTLE TIME	UNITY
ADVENTURE	CHOICES	EMPATHY	FRESH	ICE	LUCK	PRIDE	SOCCER	UPLIFT
AFFECT	CHUTE	EMPOWER	FRIENDS	IMAGINATION	MAGIC	PURPOSEFUL	SOLIDARITY	VALIDATE
ALL AGES	CITIZENSHIP	ENCOURAGE	FRIENDSHIP	IMPROVING	MEETING	RAINBOW	SOUTH CENTRAL	VALUABLE
ALL INCLUSIVE	COGITATE	ENDLESS	FUN	IN OUR BONES	MEMES	READ	SPANISH	VALUES
ALL OF US	COLLABORATION	ENDURANCE	FUTURE	INCLUSION	MEMORIES	REALITY	SPARK	VIBRANCY
AMAZING	COLOR	ENERGIZED	GATHER	INCLUSIVE	MI VIDA	RECEPTIVE	SPECTRUM	VISIONARY
AMBITION	COMMITMENT	ENERGY	GAY	INDEPENDENT	MINDFUL	RECREATION	SPEED	WARMTH
AMICABLE	COMMUNICATE	ENGAGED	GENERATIONAL	INDIVIDUALLY	MINGLE	RECYCLE	SPIRIT	WE ARE
AMOR Y PAZ	COMMUNITY	ENLIGHTENMENT	GIVING	INDIVIDUALMENTE	MOM	REFLECTION	SPIRITUALITY	WEEKEND
APPRECIATE	COMPASIÓN	ENTRE	GLOBAL	INDIVISIBLE	MORE ALIKE	RELATIONSHIPS	SPORTSMANSHIP	WHOLEHEARTED
APPROACHABILITY	COMPASSION	ENVIRONMENT	GOALS	INFORMED	MOTHER	REPUBLIC	STAR	WILDCATS
APTITUDE	COMPROMISE	EQUALITY	GOLD	INQUIRING	MOVEMENT	RESIDO	STATE OF THE ART	WILDKITS
AROUND US	CONFIANZA	EQUALS	GOOD	INSPIRATION	MUSIC	RESILIENCE	STRENGTH	WELCOME
ART	CONFIDENCE	EQUITY	GRANDE	INSPIRING	NATURAL SPACES	RESILIENT	STRETCH	WELL-BEING
ARTSY	CONFLICTING	ESSENTIAL	GRATEFUL	INTEGRITY	NATURE	RESPE TO	STRONG	WISDOM
ASK FOR HELP	CONNECTION	ESTRELLASA	GREAT	INTERCONNECTED	NEIGHBORHOOD	RESOLUTE	SUNSHINE	WONDER
ATTACHED	CONNECTIVITY	ETERNAL	GREATNESS	INTERCULTURAL	NEIGHBORS	RESOLUTION	SUPER	WORLD
AWESOME	CONSERVATION	ETHICS	GREEN	INTERDEPENDENT	NEST	RESOURCEFUL	SUPPORT	WORK
BALANCE	CONSTRUCTIVE	EVANSTON	GREEN LIVING	INTERGENERATIONAL	NICHOLS	RESPECT	SUSTAINABILITY	YELLOW
BASEBALL	CONTRIBUTE	EVERYBODY IN	GREEN SPACE	JOURNEY	NO HATE	RESPONSIBLE	SWEET	
BASKETBALL	COOPERATION	EVERYTHING	GRIT	JOY	NOBODY OUT	REST	TEAMS	
BE COOL	COOPERATIVE	EXCITEMENT	GROSSE POINT	JUNTOS	NON VIOLENCE	ROBERT CROWN	TEAMWORK	
BE YOURSELF	COURAGE	EXPANSE	GROUNDED	JUSTICE	NORTH SHORE	SACRIFICE	TECHNICOLOR	RENEWING
BEACON	CREATE	EXPANSION	GROWING	KIND HEARTED	NORTHWESTERN	SAFETY	THANK YOU	OURSELVES
BEAUTIFUL	CREATIVITY	EXPERIENCES	GROWTH	KINDNESS	OPEN MIND	SAGE	THANKFUL	BUILDING
BESSIE RHODES	CRITICAL	EYES OPEN	HAPPY	KING ARTS	OLYMPICS	SAINT FRANCIS	THE NUTCRACKER	EDUCATIONAL
BEST	CUENTO	FABULOUS	HAPPINESS	KNOWLEDGE	ONENESS	SANCTUARY	ON ICE	RESOURCES
BETWEEN	CULTURE	FAITH	HARDWORKING	LAKE MICHIGAN	OPINIONS	SAVE	THINKING	TEACHING
BFF	CULTURAL	FAMILIA	HARMONY	LAKEFRONT	OPTIMISTIC	SCHOOL	THRIVE	
BIENVENIDA	CURIOSITY	FAMILY	HAVEN	LANGUAGE	OUR TOWN	SCRIPT	THUNDERBIRD	COMMUNING
BIG	DAD	FAST	HEALTHY	LAUGH	OUTREACH	SEGURIDAD	TOGETHER	REVERING
BLESSING	DAWES HOUSE	FATHER	HEART	LEADERSHIP	PATIENCE	SELF-AWARENESS	TOGETHERNESS	OLD-
BLOOM	DEDICATED	FAVORITE	HEAVENSTON	LEAFY	PEACE	SELFLESSNESS	TOLERANCE	WISDOM
BOOKS	DETERMINED	FEARLESS	HELD	LEARN	PENSAMIENTO	SENIOR	TOUCH OF RED	NURTURING
BRAVE	DEVELOPING	FEAST	HELLO	LEARNER	PEOPLE	SERVICE	TOWNSHIP	
BRIGHT	DEWEY	FEEL GOOD	HELP	LEARNING	PERFECT	SHALOM	TRADITION	COLLECTIVE
BROAD-MINDED	DIFFERENCES	FELLOWSHIP	HELPFUL	LIBERAL LEANING	PERSEVERANCE	SHARING	TRANQUIL	ENERGY
BROTHER	DISCOVER	FLOWING ICE	HISTORY	LIBERTAD	PERSISTENCE	SHINE	TRANSPARENCY	NOURISHING
BROTHERHOOD	DISCOVERY	FLUIDITY	HOCKEY	LIBRARY	PHYSICALITY	SIGAMOS	TREES	TIMELESS
CALM	DIVERSITY	FOCUS	HOLA	LIFE	PLAY	SINCERITY	TRUST	EVANSTON'S
CARBON FOOTPRINT	DREAM	FOR ALL	HOME	LIFE-LONG	POKÉMON	SISTER	TRUSTWORTHY	RE-CREATION