



City of Salem SALEM PUBLIC ART COMMISSION MEETING

Wednesday, October 9th, 2024
3:30 P.M. – 5:30 P.M.

Hybrid Public Meeting

In-person: City Operations Building, 1457 23rd Street SE, Room 147

Via [Zoom](#)

Via [YouTube](#)

Si necesita ayuda para comprender esta información, por favor llame 503-588-6336.

Para asistencia en español, llame al 503-540-2489.

PARTICIPANTS

Board Members

Zach Hull, Chair; Susan Napack, Vice-Chair; Spencer Emerick; Eduardo Diaz-Salazar, Krista Lauer, Brian Hart, Chris D'Arcy

Staff

Kathleen Swarm, City Staff Liaison
Jennifer Kellar (Parks and Recreation Division Manager)

AGENDA

1. Welcome and call to order.
2. Public Comment – Appearance of persons wishing to address the Commission on any matter other than those which appear on this agenda.
3. Approval of Consent Agenda – Agenda for October 9, 2024, meeting; Minutes of September 11, 2024, meeting.
4. Discussion Items
 - a. Update on GIS Directory App – Kenneth De'ore
 - b. Accession of Library Art Collection
 - c. Review Draft Strategic Positioning Document
 - d. Willamette University Yarn Bomb
 - e. Subcommittee Reports
 1. Downtown & West Salem Art Pedestal Project
 2. Social Media Plan Report – Commissioner Lauer
 3. Art Collection Maintenance
 - a. Black Discs
 - b. Chemeketa Parkade Graffiti
 - c. Completion of Jefferson Street Mural

5. New Business
 - a. Bloomberg Asphalt Grant
 - b. Commissioner Terms and Elections
 - c. Annual Report Creation
 - d. Oregon's Public Meeting Law Training
6. Action Items
7. Commissioners Comments
8. Adjourn

Next Meeting: Wednesday, November 13th, 2024, at 3:30 PM – 5:30 PM. In-person and Zoom Hybrid meeting.

This meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at kswarm@cityofsalem.net.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (711 for Relay) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, source of income and housing status, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

1457 23rd Street SE • Salem, OR 97302 • Phone 503-588-6336 • Fax 503-588-6305

Mailing Address: PO BOX 14300, Salem, OR 97309-1457

Salem Public Arts Commission Meeting Minutes

Wednesday, September 11th, 2024
3:30 P.M. – 5:30 P.M.

Hybrid Public Meeting

In-person: City Operations Building, 1457 23rd Street SE, Room 147

Via [Zoom](#)

Via [YouTube](#)

Commissioners Present: Zach Hull (Chair), Susan Napack (Vice-Chair), Krista Lauer, Spencer Emerick, Brian Hart

Guest Present: No guests were present.

Staff Present: Keith Bondaug-Winn (City Staff Liaison), Kathleen Swarm (New City Staff Liaison), Jennifer Kellar (Parks and Recreation Division Manager)

1. Call to Order

Chair Zach Hull opened the meeting by introducing the participants and welcoming new staff member, Kathleen Swarm. The Commission extended thanks to outgoing City Staff Liaison, Keith Bondaug-Winn, for his contributions over the past few years. Hull confirmed that a quorum was present despite the absence of Commissioner Eduardo Diaz-Salazar.

2. Public Comment

Keith Bondaug-Winn confirmed that no public members had submitted comments or registered to speak. Two individuals expected to comment at the previous meeting were contacted but did not attend.

3. Approval of Consent Agenda

Approval of the Consent Agenda – Agenda for September 11th, 2024; Minutes of the August 14, 2024, meeting.

Motion: Chair Napack moved to approve the agenda for September 11th, 2024, and the minutes of the August 14th, 2024, meeting with no amendments. The motion was seconded by Vice-Chair Susan Napack and approved unanimously.

4. Discussion Items

A. Accession of Library Art Collection

The Commission revisited the accession of 44 pieces from the Salem Library Art Collection, which had been previously approved pending legal finalization. Chair Hull explained that the City's Legal Department is drafting the necessary paperwork. Kathleen Swarm will receive the finalized documents before the next meeting. The collection consists of works already on display in the library, and once the paperwork is completed, the pieces will officially become part of the city's public art collection.

B. Review Draft Strategic Positioning Document

❖ Reasonable accommodation and accessibility services will be provided upon request ❖

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Chris D’Arcy had drafted the Strategic Positioning Document, which outlines a long-term vision for the Commission. Since Chris was absent, the Commission agreed to continue reviewing the document. Chair Hull praised D’Arcy’s strategic language and felt it aligned well with the Commission’s ongoing work. The Commissioners agreed to merge the Strategic Positioning Document with the existing Strategic Plan. This would ensure consistency between the Commission’s work plan and long-term vision. The Commission set a goal to adopt the document by the November 2024 meeting, allowing time to review the integration of both documents before presenting it to the City Council in December or January

C. Subcommittee Reports

- Social Media Plan Report – Commissioner Lauer

Commissioner Krista Lauer updated the Commission on the progress of the social media strategy. The creation and development of a coherent posting schedule and content creation have been delayed due to ongoing IT issues accessing the city’s art image inventory. The Commission discussed the need for better documentation of art pieces, including high-quality photographs and related intake forms. Krista has begun to identify which pieces need re-photographing and is working on a plan to complete the inventory. The Commission was informed that IT is working to resolve the technical issues, and it was noted that a GIS-based inventory management system may be presented at the next meeting as a possible solution.

- Art Collection Maintenance

• Black Discs

Discussion centered on repairing and restoring the Black Discs artwork. The Commission has received a bid from Lee E. for approximately \$5,000, which was more cost-effective than previous contractor estimates. However, because the bid exceeds \$5,000, three quotes are required under city purchasing rules. The Commission considered bypassing this requirement through a sole source justification process but has decided to continue gathering quotes to ensure complete compliance.

• Chemeketa Parkade Graffiti

There is graffiti damage to a mural in the Chemeketa Parkade, and city maintenance forces cannot address the issue due to concerns about damaging the artwork. Blake Fontana, the original artist, has been contacted for repairs, but the Commission has not received a response. City facilities staff are prepared to apply a protective coating to the mural once repairs are complete.

• Completion of Jefferson Street Mural

The Jefferson Street Mural is near completion. Eduardo Diaz-Salazar reported that the artist is coordinating with the building owner to finalize a date for the final painting session.

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5. New Business

- Introduction of SPAC Liaison

Kathleen Swarm introduced herself as the new City Staff Liaison. She shared her background experiences in event production and art installations, emphasizing her work with touring music festivals and art galleries. Kathleen is excited to collaborate with the Commission and contribute to its overarching objectives, particularly as the Commission delves into temporary art installations in City Parks and public spaces. She also highlighted her background in working with nonprofit art initiatives that aim to empower local artists.

6. Action Items

No specific new action items were assigned. However, the Commission emphasized the importance of moving forward with gathering quotes for maintenance projects and ensuring progress on the Art Pedestal Project to meet upcoming deadlines.

7. Commissioner Comments

- Chair Hull announced that he would be stepping down from his role as Chair at the end of his term in December 2024. He encouraged the Commissioners to consider whether they would like him to deliver the year-end report to the City Council in December, or if his successor should present the report in January.
- The Commissioners expressed gratitude to Keith Bondaug-Winn, thanking him for his contributions during his time as the Staff Liaison. Keith mentioned that he would likely still be seen at the Saturday Market, where he plans to sell his Reishi mushroom art.

8. Adjournments

- With no further business, the meeting was adjourned at 5:30 PM.
- Next Meeting: Wednesday, October 9th, 2024 (3:30 – 5:30 P.M)