



**AGENDA**  
CITY OF STURGEON BAY  
LOCAL ARTS BOARD MEETING  
Wednesday, April 14, 2021  
Council Chambers, City Hall, 421 Michigan Street  
12:00 P.M.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from March 10, 2021
4. Chair's report
5. Public comment on agenda items
6. Discussion on a revision of the Local Arts Board's organizational document originally dated March 3, 2019, to better address the current structure of the committee, and its direction/duties
7. Discussion and review of the Egg Harbor art acquisition documents
8. Discussion of any board member's new ideas for public art and the placement of art at Stone Harbor – Margaret Lockwood to present artwork by Steven Haas
9. Consideration to approve accepting donations for the Woolly Mammoth metal sculpture
10. Adjourn.

**NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR**

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of the Common Council does attend, this may constitute a meeting of the Common Council and is noticed as such, although the Common Council will not take any formal action at this meeting.

Notice is hereby given that if a quorum of one of the committees is not present, the committee with a quorum may meet and act upon the agenda subjects.

Local Arts Board Members:

Helen Bacon, Chair  
Laurel Hauser  
Stephanie Trenchard  
Claire Morkin  
Margaret Lockwood

POSTED  
11:00 A.M.  
4/12/2021  
PSQ

CITY OF STURGEON BAY  
LOCAL ARTS BOARD MEETING  
Wednesday, March 10, 2021  
Council Chambers, City Hall, 421 Michigan Street  
12:00 P.M.

A meeting of the Local Arts Board was called to order at 12:04 P.M. by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members present were Ald. Helen Bacon, Laurel Hauser, Stephanie Trenchard, Margaret Lockwood and Claire Morkin. Also present – City Administrator, Josh VanLieshout, Director of Municipal Services, Mike Barker, Municipal Services Secretary, Patty Quinn and City Administrative Assistant, Suzanne Miller.

**Adoption of the Agenda:** Moved by Ms. Hauser and seconded by Ms. Trenchard to adopt the agenda.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from February 24, 2021
4. Chair's report
5. Public comment on agenda items
6. Report on Wisconsin Arts Board
7. Discussion on the drafting of a communique to send to local artists to solicit them for artwork that would be on loan to the City of Sturgeon Bay, for a five-year period
8. Discussion of the possible donation of a metal art sculpture by the Maritime Museum to the City
9. Discussion of any board member's new ideas for public art and the placement of art at Stone Harbor
10. Adjourn

All in favor. Carried.

**Review of Minutes from February 24, 2021:** Moved by Ms. Trenchard and seconded by Ms. Hauser to let minutes stand.

All in favor. Carried.

**Chair's report:** Chairperson/Ald. Bacon had talked with a Mr. Kevin Quinn about a kiosk for the Ice Age Trail. Similar kiosks as described to him by Ald. Bacon, are used throughout but it's important that the kiosk be located near the trail. Also, Beth Renstrom had spoken to Carl Vanderheyden, the artist who created the "Woolly Mammoth" sculpture. The artist would allow the City to use images of Woolly in any capacity, as well as being able to soften/flatten any sharp edges on the structure, but the City would need to find someone capable of doing this if the sculpture is purchased.

**Public comment on agenda items:** None.

**Report on Wisconsin Arts Board:** Brian Kelsey, local representative from the Wisconsin Arts Board, can arrange a Zoom conference call (scheduling to be determined) to give the committee members ideas on obtaining funds and grants. Karen Goeschko, from the Wisconsin Arts Board, would also help – she is their Creative Community Liaison and is experienced in all forms of art.

**Discussion on the drafting of a communique to send to local artists to solicit them for artwork that would be on loan to the City of Sturgeon Bay, for a five-year period:** There was much discussion between committee members on the need for a "roadmap" that would easily guide someone through all the phases of art procurement, whether purchased or on loan. Examples of such roadmaps from other municipalities were distributed for all to study closely. Once a roadmap is developed, a communique or a "call for artists" can evolve. Some topics to keep in mind are: intentionality and the choice of artists (age, local or regional).

Ms. Hauser conveyed the need to redo the original organizational charter document, prepared in March of 2019, to better fit the current structure of the committee.

**Discussion of the possible donation of a metal art sculpture by the Maritime Museum to the City:** Ms. Lockwood and others have talked to the Maritime Museum and they have no intentions of using "Celestial Sailor", a metal sculpture created by artist Dan Bresnahan, and it remains in storage. Ideas on where to place this art piece were discussed. It was suggested that the committee obtain measurements and photos of the sculpture so that it can be properly evaluated and discussed in future meetings.

**Discussion of any new board member's ideas for public art and the placement of art at Stone Harbor:** Ms. Lockwood expressed her desire to loan a piece of art that she currently has at her gallery, to the City for at least 5 years. She feels it would fit very well at the Stone Harbor location. Other board members made suggestions in obtaining art in various ways but it was mentioned that the City will need contractual agreements completed before moving forward on any project.

Administrative Assistant, Ms. Miller, advised the board that she is still in need of all the evaluation questionnaires for the Woolly Mammoth project. She also delivered to all the committee members, an additional evaluation form for the "Celestial Sailor" sculpture which possibly could be donated by the Maritime Museum, to the City. She is currently working on a donation agreement and a contract for loaned artwork and those drafts will have to go to the City attorney first, for approval.

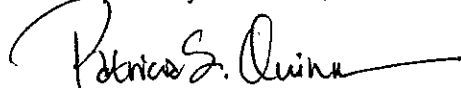
**Items for next month's agenda:**

- Discussion on a revision of the Local Arts Board's organizational document originally dated March 3, 2019, to better address the current structure of the committee, and its direction/duties.
- Discussion on the drafting of a cultural roadmap for the board that would be applicable to what this group is doing, using other municipalities' guidelines as resources.
- Discussion of any board member's new idea(s) for public art and the placement of art at Stone Harbor.

**Next Meeting Date: Wednesday, April 14, 2021 @ 12:00 P.M. – Council Chambers, City Hall.**

Motion to adjourn by Ald. Bacon and seconded by Ms. Morkin. All in favor. Carried. Meeting adjourned at 1:01 P.M.

Respectfully submitted,



Patricia S. Quinn  
Municipal Services Secretary

- (1) *Purpose.* This section is intended to ensure the cultural and artistic enrichment and diversity to enhance the quality of life within the city, and to provide a structure within which opportunities for cultural and artistic proposals involving public lands, buildings, funding, or other related resources may be considered.
- (2) *Created; membership.*
  - (a) The local arts board of the City of Sturgeon Bay is hereby created.
  - (b) The local arts board will be appointed by the mayor subject to common council confirmation. It will be composed of representatives from the following constituencies:
    1. One member from the park and recreation board.
    2. One representative who is a professional planner, architect, or engineer.
    3. Three representatives of the local arts community to include: visual, performing and language arts, and one representative from the Miller Art Museum.
  - (c) Of the initial members so appointed, one shall serve a term of one year, and two shall serve a term of three years. Thereafter, the term for each member shall be three years.
- (3) *Powers and duties.*
  - (a) The local arts board shall act in an advisory capacity for any works of art or artifacts proposed to be placed upon city property. Said items shall be submitted to the local arts board by the park and recreation committee and the local arts board shall make recommendation back to the park and recreation committee regarding:
    1. The appropriateness of the work of art proposed to be located on municipally owned property.
    2. The location for the placement of the art proposed to be located on municipally owned property.
  - (b) The local arts board shall serve in a design review capacity, upon referral by the park and recreation committee, for architectural structures placed on city property when the primary purpose of the structure is for cultural expression.
  - (c) The local arts board shall act upon any other similar or related request the park and recreation committee may delegate as it relates to the committee's expressed purpose under subsection (1).

**Public Arts Initiative of Egg Harbor, WI hereinafter  
CELEBRATE SCULPTURE AGREEMENT**

**PAI**

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Whereas the PAI, and businesses of the Village of Egg Harbor are interested in promoting and displaying pieces of art within the Village, and  
Whereas they find it desirable to enter into an agreement with an Artist / Gallery for the purpose of placing pieces of art upon their premises.

The purpose of this agreement is to explain the relationship between the PAI, business, and the Artist / Gallery.

This agreement was made between the PAI, the Business, \_\_\_\_\_, and \_\_\_\_\_, Artist/ Gallery.

**Responsibilities of the Business/ Village**

1. The Business/Village will provide a space on their premises for the purpose of displaying suitable pieces of art.
2. The Business/Village will provide (if not so covered elsewhere) property insurance in an amount equal to the agreed upon value of the piece. Pieces will be well kept and will not be allowed to accumulate debris on the piece.

**Responsibilities of the Artist / Gallery**

1. The Artist / Gallery warrants that the piece is original and that they have rights to the piece by either ownership or consent of the artist.
2. Packing and shipping expenses and risk of loss incurred in delivery of works of art to the site shall be their responsibility. They shall be responsible for expenses associated with the return of the work(s) to them at the conclusion of this agreement. If the piece is not removed within one year of the conclusion of this agreement the piece becomes the property of the PAI to either continue to display or dispose of however it sees fit.
3. During the term of this agreement the piece will be insured for an agreed upon value of \_\_\_\_\_ dollars.
4. The Artist / Gallery retains the right to copy or reproduce works on display and retain all copyrights. They do consent to allow the Village and the PAI to photograph and reproduce images of the art for purposes of creating promotional materials, brochures, if in each instance proper credit is given for the name of the piece, the creator of the piece, and who is allowing the piece to be displayed.

**Responsibilities of the PAI**

1. Pieces will be sold through the PAI or the Gallery displaying the work.
2. Each piece must be listed for sale. If piece is sold it can be immediately removed and delivered to customer. The gallery would be responsible for replacing the work within 3 weeks.

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3. Commissions: Should the piece be sold by the PAI in the case of an individual artist, the PAI will receive a commission equal to 30% of the total sale value. If sold through the participating Gallery, the gallery agrees to share \_\_\_\_\_ of its commission with the PAI. The Artist will receive payment equal to the remaining value.
4. The PAI will market and represent the piece in a manner consistent with standards of the industry.
5. A negotiable lease fee of 7-12% of retail value will be paid to the gallery each year the piece is installed. The lease fee would be reimbursed to PAI if the piece sells and then 25% would go to PAI.
6. A "no lease fee" lease may also be chosen. In this case no lease fee would be paid to the gallery. In exchange for this lower cost, PAI would accept a lower commission of 12.5% when the sculpture sells.
7. Each piece must be listed for sale. If piece is sold it can be immediately be removed and delivered to customer. The gallery would be responsible for replacing the work within 3 weeks.

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8. The length of time for each piece to be on display can be

negotiated to be a one year or two-year term

Miscellaneous Terms and Conditions

1. This agreement represents the entire agreement between parties. If any party to the Agreement is held to be illegal or unenforceable, such holdings will not affect the validity of the balance of the Agreement.
2. The terms of this Agreement are (from installation) \_\_\_\_\_ through (sometime in October)
3. Title to the work(s) of art shall remain with the Artis until sold or this agreement expires.

This agreement is entered into this (Day) of (month) of (year)

For the Business of Egg Harbor

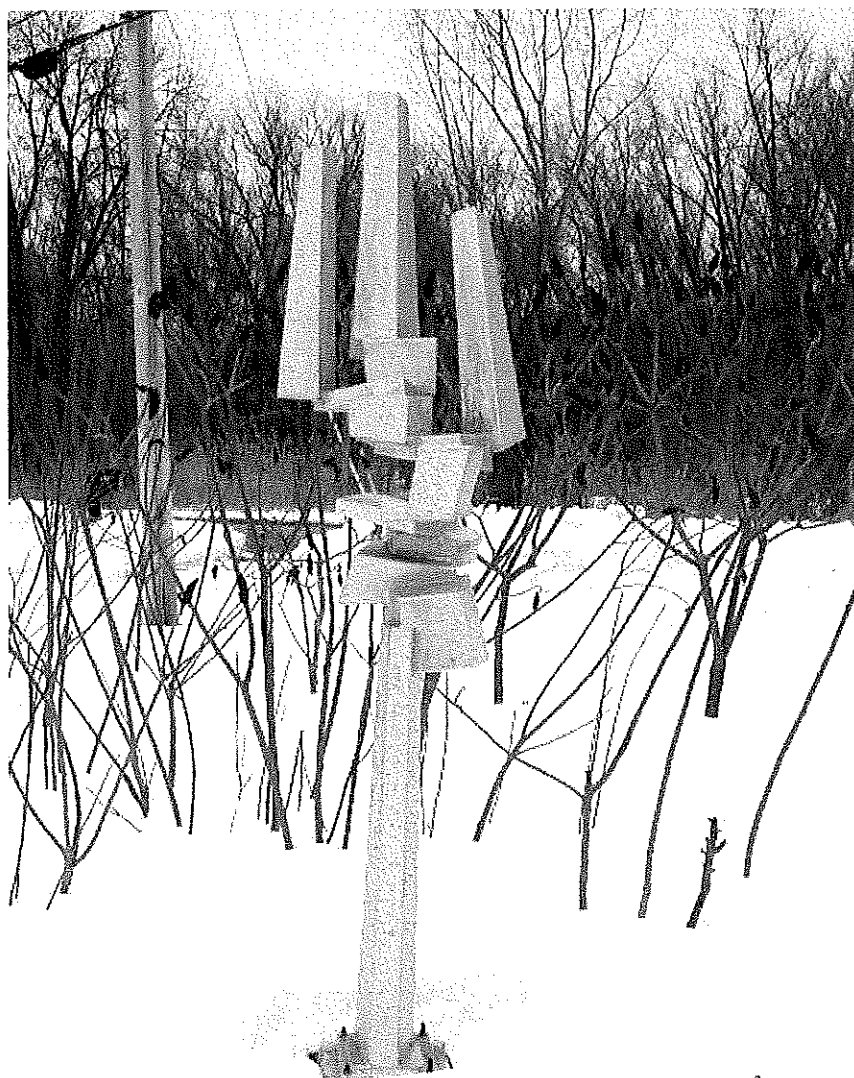
(signature) \_\_\_\_\_

For the PAI

(signature) \_\_\_\_\_

For the Artist / Gallery

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Steven Haas  
Cubi-Cactus  
10'H



Steve Haas

Crosswind Approach/  
8' H Pelican