



### **AGENDA**

**CITY OF STURGEON BAY  
LOCAL ARTS BOARD MEETING  
Wednesday, November 10, 2021  
Council Chambers, City Hall, 421 Michigan Street  
9:00 A.M.**

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from October 13, 2021
4. Chair's report
5. Public comment on agenda items
6. Discussion on the development of a cultural matrix/roadmap for art acquisition
7. Discussion on standardized wording for press releases
8. 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  
Stephanie Trenchard  
Claire Morkin  
Margaret Lockwood  
melaniejane

POSTED  
1:00 P.M.  
11/4/2021  
PSQ

CITY OF STURGEON BAY  
LOCAL ARTS BOARD MEETING  
Wednesday, October 13, 2021  
Council Chambers, City Hall, 421 Michigan Street  
9:00 A.M.

A meeting of the Local Arts Board was called to order at 9:21 A.M., by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members present were Ald. Helen Bacon, Claire Morkin, Margaret Lockwood and melaniejane. Stephanie Trenchard was absent. Also present – City Engineer, Chad Shefchik, 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. melaniejane and seconded by Ms. Morkin to adopt the agenda. Per Ald. Bacon, Agenda item #9 moved up to #3.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from September 8, 2021
4. Chair's report
5. Public comment on agenda items
6. Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park
7. Discussion on the development of a cultural matrix/roadmap for art acquisition
8. Consideration on standardized wording for press releases
9. Discussion on poetry/verse on City sidewalks
10. Adjourn

All in favor. Carried.

**Discussion on poetry/verse on City sidewalks:** City Engineer, Chad Shefchik, after having spoken to other municipalities, provided insight and made suggestions on the placement of any poetry/verse on sidewalks. He provided info on pedestrian safety, what to avoid, and maintenance of these sidewalks. Suggestions were made of possible sites for poetry/verse and where it would be feasible.

Another municipality is willing to let the City use or rent a template for a test placement. Mr. Shefchik in agreement to do a test and Ald. Bacon will follow up with Dir. Barker and Mr. Shefchik for the next steps in a possible test in 2022.

**Review of Minutes from September 8, 2021:** Mr. VanLieshout provided info on the meaning of any meeting's minutes and spoke on the dos and don'ts, and outlined that the most important piece are any motions and who made the first motion and who seconded it. Questions were asked by the board on other various aspects of the minutes.

**Chair's report:** Chairperson/Ald. Bacon touched on a ribbon cutting ceremony for Woolly Mammoth. Dir. Barker added that nothing else new in the near future for art placement.

**Public comment on agenda items:** No comments.

**Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park:** Chris Kellems, 120 Alabama St., presented the quotes she received on for the plaque honoring those who

made large donations, and answered questions from the board on the layout through a distributed rendering of that plaque. This plaque to be mounted on a sizable rock. Ald. Bacon made a motion to approve and seconded by melaniejane. All in favor. Carried.

Additional plaque, explained Ms. Miller, would be to list the artist's name, the art piece's title, date created and materials used. Discussion followed on placement of this plaque and type of metal that could be used. Motion to approve by Ms. Morkin and seconded by melaniejane. All in favor. Carried.

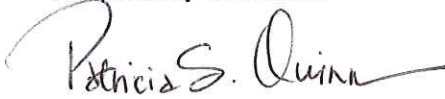
**Discussion on the development of a cultural matrix/roadmap for art acquisition:** This was tabled and will be on the next agenda.

**Discussion on standardized working for press releases:** This was tabled and will be on the next agenda.

**Next Meeting Date: Wednesday, November 10, 2021 @ 9 A.M. – Council Chambers, City Hall.**

Motion to adjourn by Ms. melaniejane and seconded by Ms. Morkin. All in favor. Carried. Meeting adjourned at 10:15 A.M.

Respectfully submitted,



Patricia S. Quinn  
Municipal Services Secretary



# City of Sturgeon Bay Local Arts Board

## Creativity & Culture Roadmap

Guidelines: Please identify two (2) Desired Outcomes for each of the Strategic Priorities. The Key Outcome Indicator column will allow you to list any number of indicators for each Desired Outcome. The Target column will allow you to list any number of targets for each Desired Outcome. Lastly, enter any number of Strategic Initiatives for each Strategic Priority.

The form is fillable in MS Word. The cells will expand to allow an unlimited amount of information.

Strategic Priority	Desired Outcome	Key Outcome Indicator	Target	Strategic Initiatives
Building the Brand		•	•	•
		•	•	
Working Together		•	•	•
		•	•	
Placemaking: Products and Projects		•	•	•
		•	•	
Guiding Implementation		•	•	•
		•	•	





**City of Sturgeon Bay Local Arts Board**  
**Creativity & Culture Roadmap**

Strategic Priority	Desired Outcome	Key Outcome Indicator	Target	Strategic Initiatives
Building the Brand		•	•	•
		•	•	
Working Together		•	•	
		•	•	

Placemaking: Products and Projects					
Guiding Implementation					

**Guidelines:** Please identify two (2) Desired Outcomes for each of the Strategic Priorities. List any number of Key Outcome Indicators for each Desired Outcome and any number of Targets for each Desired Outcome. Lastly, enter any number of Strategic Initiatives for each Strategic Priority.