

**May 14, 2019
Annual Meeting**

The annual meeting of the Wheeling Arts & Cultural Commission was held on Tuesday, May 14, 2019 at 5:00 p.m. at the Stifel Fine Arts Center, the President being in the chair and the Secretary being present.

Call to Order at 5:05 p.m. by Sara Hauptfuehrer.

Those in Attendance: Travis Henline, Katie Welch, Mark Phillips, Christy Cianelli, Christina Fisanick, Sara Hauptfuehrer, Cheryl Harshman, Erin Rothenbuehler, Heidi Kossuth, Sean Duffy, Danielle McCracken, Laura Roberts, Jennifer Kellner-Muscar, Melinda Koslik, Jeanne Finstein

Approval of Minutes - All were in favor of approving the minutes from April.

Treasurer's Report - Christy C. reported that the current balance in the commission's account is \$1,091.

Reports of Standing Committees

Visual Arts

- **Crosswalks** - Heidi K. reported that about \$2,000 would be needed for first 2 crosswalks. This amount includes the cost of supplies. Heidi K. distributed a budget outline and will work with Melinda K. on posting the "call for artists" on social media. The commission will also need to work with the City to get the surface cleaned, prior to painting and sealing.
- **Studio Tour** - Melinda K. and Cheryl H. reported that the event was very successful. 15 artists participated and 52 folks purchased tickets. Melinda K. sent out a survey to all attendees after the event and the overall feedback was very positive. Tickets were sold for \$10 each and were available on Eventbrite. A few printed tickets were also available at the City-County Building and Hall of Frame. Melinda and Cheryl had a follow up meeting with the artists and are working on ways to improve the event next year.

History and Literature

- Sean D. reported that for the Wheeling 250th, the library will have a Wheeling Author's Homecoming People's University in November. It will consist of 4 authors and be a part of the Festival of Books. Laura R. would like to find female authors to add to this list as well.

Organizational Matters - Election of officers

- Slate proposed by nominating committee:
 - Chairman – Mark Phillips
 - Vice chair – Sara Hauptfuehrer
 - Secretary – Melinda Koslik
 - Treasurer – Christy Cianelli
- Nominations from the floor - Melinda K. nominated Katie W. for the Treasurer position.
- All were in favor for the Chair, Vice Chair, Secretary positions.

- A secret ballot was cast for the Treasurer position. Jeanne F. collected the ballots and counted the votes. Katie W. received the most votes and was elected Treasurer.

Review of Committee Assignments

- Mark P. suggests that a member from each committee be part of the Arts Fest 2020 Special Committee and attend the regular meetings. Melinda K. to send the current committee assignments to Sara H. and Mark P.
- Mark P. also suggests that each committee pick a project/event to work on in the upcoming fiscal year and meet regularly (outside of the Commission's scheduled monthly meetings) in order to complete the project. This will help make our monthly meetings more expedited and concise. It is understood that committees will also cross over from time to time and support each other.

Proposed New Commission Members

- Heidi suggests that new members come to at least one meeting to see how things run before being appointed. Her suggestion stems from the attendance issue that the Commission has been dealing with.
- Betsy Sweeny submitted her letter of interest and resume. Not all members of the Commission had time to review this information before the meeting and a vote was not able to be made.
- Commission will look for new members to fill vacancies on various committees and send suggestions to Sara H.

Reports of Special Committees

- **Wheeling 250 Committee**
 - **Mural** (River, Road, Rail) - Travis H. provided an update on this project. Patricia Croft will send 2-3 sketches to him ASAP. Amanda Carney will also send sketches.
 - **June 22 Suspension Bridge event** - Travis H. reported that the event is all planned out and fundraising efforts are in full swing. \$10,000 has been donated so far. Total amount to fundraise is for \$52,500. There will be tickets sales for the Gateway Clipper that will cover some costs. \$20 per ticket from 12-6p.m. Special tour from 7-10 p.m. which includes appetizers and music and view of fireworks at 10 p.m. are \$50 apiece.
- **Arts Fest 2020**
Mark P. reported that the survey he sent out received nearly 100 responses. The results of the survey were distributed, and it highlighted responses for the day, time, location of the Arts Fest and ranked the importance of a variety of programming. Many artists reached out saying that they wanted to participate.

New Business – Planning Session

- **Budget** – overall for fiscal year
 - The City has guaranteed our annual \$10,000 funding, but the Commission will have to identify more grant opportunities and fundraising ideas in order to carry out all of the projects for the upcoming year. The Commission also needs to submit its budget outline for the current and upcoming fiscal year.

- Jennifer K. mentioned that we could try to get a grant from EQT for ArtsFest. They support art and education and their grant cycle is every 3 months, not once a year like most other grants.
- **Each Committee to come up with a project**
 - **Marketing & Fundraising**
 - Find additional grant opportunities - Division of Culture and History
 - Art Auction to help fundraise for ArtsFest
 - Costume Ball to help fundraise for ArtsFest
 - New website for Arts & Cultural Commission - Erin Rothenbuehler can help
 - Get interns from CFOV that could help us with projects
 - **Visual Arts**
 - Crosswalks - \$2,000
 - Greater Wheeling Artists Studio Tour
 - April Showers - rain painting with Arts Commission stencil - \$300
 - Children's xylophone at playground at Heritage Port
 - Public Art in Wheeling - Talk with neighborhoods about what they are proud of and make murals representing that. Kurt Fry could help with murals.
 - **History & Literature**
 - Evening with the Arts
 - Bookfest in the fall
 - Wheeling 250th events
 - Pop-up history events
 - Work with schools

Next meeting June 11, 2019

Adjourn at 7 p.m.

Melinda Koslik, Secretary