



**LIBERTY ARTS COMMISSION  
MEETING AGENDA**

**Thursday, July 11, 2024**

**6:00 pm**

**City Hall, 3<sup>rd</sup> Floor Conference Room**

**Attendance: Garrett Brown, Greg Duncan, Molly Hon, Brian Kelley, Anna Knackstedt, Katie McDonald, Karly Schieder, Bill Stilfield, Kelley Wrenn Pozel, Nathan Wyman**

- |             |  |                        |
|-------------|--|------------------------|
| <b>I.</b>   | <b>Approval of Meeting Summary</b>                       | <b>June 13, 2024</b>   |
| <b>II.</b>  | <b>Current Business</b>                                  |                        |
|             | <b>Guest, Lyndell Brenton</b>                            |                        |
|             | <b>Annual Grant Application- Plein Air Liberty event</b> | <b>Molly Hon</b>       |
|             | <b>Film Festival</b>                                     | <b>Karly Schieder</b>  |
|             | <b>Branding</b>  | <b>Garrett Brown</b>   |
|             | <b>Public Art Panel</b>                                  | <b>Greg Duncan</b>     |
|             | <b>Transient Guest Tax</b>                               | <b>Anna Knackstedt</b> |
|             | <b>Budget request for 2025</b>                           |                        |
|             | <b>Recognition</b>                                       | <b>Brian Kelley</b>    |
|             | <b>Ideas to recognize outgoing commissioner</b>          |                        |
|             | <b>Make Music Day</b>                                    | <b>Bill Stilfield</b>  |
| <b>III.</b> | <b>Art Partner Reports:</b>                              |                        |
|             | <b>Liberty Arts Foundation</b>                           | <b>Greg/Shane</b>      |
|             | <b>Library</b>   | <b>Katie</b>           |
|             | <b>William Jewell</b>                                    | <b>Nathan</b>          |
|             | <b>Corbin Theatre</b>                                    | <b>Bill</b>            |
|             | <b>Liberty Public Schools</b>                            | <b>Garrett</b>         |
|             | <b>Miscellaneous Matters from the Commission</b>         | <b>Roundtable</b>      |
-



## LIBERTY ARTS COMMISSION

### LIBERTY ARTS COMMISSION MEETING SUMMARY June 13, 2024 6:00 p.m. City Hall, 3<sup>rd</sup> Floor Conference Room

Present: Garrett Brown, Greg Duncan, Molly Hon, Brian Kelley, Katie McDonald, Bill Stilfield

Absent: Anna Knackstedt, Kelley Wrenn Pozel, Karly Schieder, Nathan Wyman

Staff Present: Jeanine Thill, Community Development Manager

The meeting was called to order at 6:01 pm by Chairwoman McDonald.

**Approval of Meeting Summary-** Commissioner Kelley made a motion to approve the May, 2024 meeting summary as presented. The motion was seconded by Commissioner Duncan. The motion passed 6-0-0.

#### **Current Business**

##### **Community Engagement**

- Chairwoman McDonald said that in an effort to get our brand out in the public view more she thought it might be fun to do an art themed Farmers Market at the Farmers Market and HDLI agreed to help make this happen on October 19<sup>th</sup>.
- Commissioner Duncan said he would like to have the Arts Foundation at the Market that day also. We can put this on a future agenda to discuss the details and how to promote further. We need to develop some take away that we can give out to promote what we do and offer something to engage the public. We could have a scavenger hunt for the kids and the rotating sculptures.

##### **Recognition Committee**

- Recognizing Shane Immelt is important to the group.
- Commissioner Kelley will look into an art related type of memento.

##### **Art Grants- Accepting 2025 Applications Date**

- Commissioner Hon said a mini grant application was submitted for an event in 2025.
- The group discussed when applicants and submit for a grant for the next fiscal year.

- The group discussed that it would be better to open applications in the fourth quarter of each year for the next year, contingent on the budget being passed. With the current deadlines, we miss out on the first two to three months of the year. In the grant application we should state “Pending Budget Approval”.
- Commissioner Hon said that since the grants are reimbursement there shouldn't be an issue.

A motion was made by Commissioner Hon that grant applications can be received in the fourth quarter of the year for projects in the following year, pending budget approval. Commissioner Duncan commented that the Arts was on the ballot language for the TGT funding, so funding the grants likely would not be a problem. The motion was seconded by Commissioner Kelley. The motion passed 6-0-0.

Staff will start promotion this at the end of 3<sup>rd</sup> quarter of each year. We should promote any remaining grants that are available this year.

### **Public Art Panel (PAP)**

- Commissioner Duncan said they have not met.
- Ms. Thill said that she has done some research on RFP/FRQ's for a commissioned piece. She said if anyone would like copies to review, to please email her. She encouraged feedback from the group on what they would like to see in the RFP/RFQ. The details and a draft document will be created by the PAP and come back to the Commission for final review before October.
- The 2025 Budget request for this will be drafted by Ms. Thill and Commissioner Knackstedt.

### **Continued LAC Branding Line Item Discussion \$5,000 budget**

- Commissioner Brown said he is looking to bolster the marketing for the Film Fest. All of the events, such as our booth at the Farmers Market.
- He is open to ideas for giveaways. The LAC booth at Art on the Side was good but we should have more things to hand out. Maybe have some inexpensive things to give away.

### **Recognition Committee**

- Commissioner Kelley said thank you cards were in the bags for artists at Art on the Side. He said he recognized Jack Rudel and also recognized Claire and Bailey in the Communications department. He talked to Mike at Personal Touch engraving and it would be about \$100 for a plaque with our logo and some wording to recognize him for his time on the Arts Commission.
- Chairwoman McDonald said we might want to have some standards to follow. Perhaps recognizing milestones at 5, 10 years of service.
- Commissioner Duncan said Shane having been a founding member is a different situation.

- Commissioner Stilfield said in the past it was nice when the City Council recognized outgoing members. Because he is an original member of the LAC it might be a resolution of recognition. That could give an opportunity to recognize accomplishments. A glass type of artwork be nice that they could put in their home and showcase.
- Staff will begin making a list of Shane's accomplishments.

### **Make Music Liberty**

- Chairwoman McDonald offered to work from 12-2 at the information booth.
- Commissioner Stilfield reported the Make Music Day (MMD) numbers as of today:
  - Confirmed Performances 45
  - Registered Performers 42
  - Registered Venues 18
  - 5 Pending performances

### **MASS APPEAL EVENTS at MMD**

- Harmonicist Phil Duncan will be giving a harmonica workshop at the First Presbyterian Gazebo from 5:30 to 6:30. He also will be giving away free Harmonicas while they last.
- Djembe Dejanes Drum Circle,
  - This is great fun for families - percussion instruments, sticks, shakers, and other percussive items will be handed out on loan so that all attendees can join in the drum circle sounds and rhythms.

### **OTHER HIGHLIGHT EVENTS**

- The excellent Heart of America Men's Chorus and Quartet will be singing at the Historic Courthouse / (Now the county Admin bldg) South Steps from 6:30 to 8:00 pm
- Manor Hill Summer Singers be performing at 8:00 am at the Manor Hill Elementary School

### **AFTER EVENT PERFORMANCES**

- A Community Hymn Sing, at Liberty Second Baptist Church will be from 7:30 TO 8:30 pm
  - Hymn Leaders from 4 local churches will take turns leading the hymn sing: These include
    - Bryan Taylor from United Methodist Church and the director of the Liberty Community Chorus
    - Danny Baker from St. James Catholic Church
    - Don Brown retired Music Department Chair at William Jewell College
    - David Fulk, Second Baptist Church.
- Tom's Town Jazz ensemble featuring Danny Cox vocalist will perform at the Corbin Theater from 8:00 to 10:00 pm. This is one of Kansas City's foremost jazz groups playing music from the Pendergast era when Kansas City Jazz was at its peak and features the jazz music of such jazz artists as Count Basie, Joe Turner and others.
  - Tom's Town is comprised of 6 musicians drawn from the Vine Street Rumble Jazz Orchestra.
  - And Tom's Town plays much of the same music as Vine Street Rumble. If you want to get a taste of this music just go to [vinestreetrumble.com](http://vinestreetrumble.com)

There will be no charge for this performance.

**PRESS:**

- Commissioner Stilfield did a Tuesday interview with Kelly Houx with the Courier Tribune.
- Yard signs indicating MMD venues and advertising banners will be going up throughout Liberty soon. We already have banners hanging from the downtown light posts.

**CORBIN THEATER:**

- I've already talked about the Corbin Theater's contribution to Make Music Liberty.
- Maime Paris will do a Friday evening and a Saturday. October 4 & 5<sup>th</sup>. Details to come.

**Other Business:**

- Commissioner Hon said she thinks having something interactive at LAC booths at various events would be really good. Cutouts where you put your head in and take a photo could be something fun. Or a picture and crayons might be an easy thing to do.

**Roundtable-**

- There is new art at the Community Center.
- The art wall at Kansas & Water has fallen down.
- The Parade of Hearts piece is one that we might want to bid on one. The concept is with the \$4,000 left in the purchase piece budget.

A motion was made by Commissioner Duncan to adjourn the meeting. The motion was seconded by Commissioner Kelley.

The meeting adjourned at 7:19 p.m.



Jeanine Thill &lt;jthill@libertymo.gov&gt;

## Online Form Submittal: 2024 Annual Art Grant

1 message

noreply@civicplus.com &lt;noreply@civicplus.com&gt;

Tue, Jul 2, 2024 at 12:27 PM

To: jthill@libertymo.gov, crodgers@libertymo.gov

### 2024 Annual Art Grant

#### 2024 Annual Art Grant - Application

**Submission and Review:** Applications will be accepted until the grant is awarded and will be reviewed on an ongoing basis.

Organization Name (If applicable)	The Artisan Market
Address	118 N Main Street
Contact Name	Shawn L Garland
Title	Owner
Email	<a href="mailto:thelibertyartisanmarket@gmail.com">thelibertyartisanmarket@gmail.com</a>
Phone	8162230332
Project Name	Art on the Side "Plein Air Liberty"
Has this project been held before?	No
If yes, please list the years and locations	<i>Field not completed.</i>
List any additional co-sponsors of the project:	None
List any other organizations, government entities and/or grants that have offered financial support of the project:	None
Do you intend to request support from businesses in the form of sponsorships, donations, materials or other means that will assist you in executing the project?	Yes

Is this a ticketed event? No

If yes, please list price of ticket, admission, entry fee: *Field not completed.*

Total Liberty Arts Commission grant funds requested (not to exceed \$5,000): 5000.00

(Section Break)

### Related Documents

Budget [AOS Plein Air Budget.pdf](#)

Work Sample 1 *Field not completed.*

Work Sample 2 *Field not completed.*

Work Sample 3 *Field not completed.*

Work Sample 4 *Field not completed.*

Non-profit 501(c)3 Documents (If Applicable) *Field not completed.*

(Section Break)

### Narrative Questions

Please describe the proposed project, including activities, location and the number of people to be served. We would like to start an annual Plein Air art event for Liberty. After talking to many other event coordinators we should be able to expect 25 artists. We will do a one day event on October 5th (in the future we may increase this). Artists will be limited to painting in the Historic Downtown District.

Briefly describe the value of the project as a way to attract outside visitors to the City of Liberty. Include descriptions of the intended audience and estimated numbers. Why will this project be particularly attractive to tourists? They can bring unique cross sections of a community together  
They create goodwill within the community  
They support and encourage tourism  
They support local businesses including hotels, restaurants, and retailers  
They can provide a source of education about local history, art, community  
They can raise awareness about local events, history, persons of interest  
They can be used to raise awareness about targeted issues  
They can provide State/National Recognition

Provide a brief timeline for the project (planning, implementation and evaluation). Planning will start immediately. The committee has already been established. Survey will be taken after the event for the Artists and a public survey through Facebook for attendees.

Describe the credentials and experience of the project the organizer of the Excelsior Springs event Denice Belcher, Karly Schieder (Arts Commission) Donna Hall (Art on the Side)

leadership. Who are the artists and others to be involved in the project; including how and why they were chosen (If you have not yet selected the artists, describe the kinds of artists you intend to involve and how you will select them).

Shawn Garland, and Wanda Jackson from Parkville Plein Art Committee and Owner of Centering Souls Art Gallery.

How will you know if this project has been successful? State the goals you will have achieved by its conclusion.

25 artists, at least 5 workshop attendees, 3 purchase prize sponsors, At least one event sponsor and one awards ceremony sponsor.

As you work toward the project date, what benchmarks will you use to assure progress toward your goals? Afterward, what tools will you use to evaluate whether or not the goals were achieved?

We use a goal setting worksheet for both financial goals and logistics.

Briefly describe how the project will be publicized and promoted to reach potential tourists, as well as the general public. All marketing materials must include the LAC logo and language stating the project was made possible in part by the LAC.

We will be co-oping some of the advertising for artists through a "Northland Plein Art Event" with Parkville. Liberty is the first Saturday one day event and Parkville is the second weekend with multiple days. We will use the "Art on the Side" website and registration platform. We will do heavy Social Media advertising. The Chamber News, HDLI news (trying to plan with HDLI for paintings to be hung in businesses for at least two weeks after the event. Some print advertising in smaller rural markets.

Describe the extent of community support for this project, including collaboration/partnerships, financial and in-kind contributions, volunteers, etc.

On the day of the event we will need 10 volunteers. 5 Committee members for planning and sales. Collaboration with HDLI, The Chamber of Commerce and the Parkville Plein Air Art Committee. Part of the event will be held during the Farmers' Market Pumpkin Festival.

Email not displaying correctly? [View it in your browser](#).

Budget	Income	Expense	Note
Workshop Registrations (5)	750		
Artist Registrations (25)	875		
Purchase Prize Sponsors	900		
Other Sponsorships	2000		
Cash Awards		1,000	Bshow \$500, 1st\$250, 2nd \$150, 3rd \$100
Ribbons		40	
Judge Honorarium		100	
Workshop, Artist		1,000	minimum price
Wrkshop Artist Hotel & Food		360	2 nights
Website and Registration Platform		300	
Lanyards		175	
Purchase Prizes (3)		900	
Social Media Adv		500	
Other Advertising		700	
Artist Packets		375	
Printing & Signage		600	
Awards Party Refreshments		400	
Personnel Hours @260 hrs @ \$33.49 per hour		8,707	8 people day of event: 10hrs each
			4 people preplanning and sales 20 hrs each
			1 person organizing planning and Sales: 100hrs
Total	4525	15,157	
		-10,632	

Based on 25 artists, Hoping to get sponsors for the Awards party and the Event. Expenses, prize money, and purchase awards based on other known local events (Excelsior Springs and Parkville) and expectations.