

**City of Brighton  
Arts & Culture Commission Meeting Minutes  
Regular Meeting – August 10, 2015**

1. **Call to Order**

Claudia Roblee called the meeting to order at 6:02 p.m. and the roll call was taken:

Claudia Roblee – Present  
Kris Tobbe – Absent  
Brenda Ochodnický – Present

MJ Takagi – Present  
Mary St. Pierre – Present

Also present was Lauri French from City staff.

2. **Approval of the August 10, 2015 Agenda**

Motion by Brenda Ochodnický, supported by Mary St. Pierre, to approve the August 10, 2015 agenda as presented. ***Motion carried 4-0-1.***

3. **Approval of the July 8, 2015 Regular Meeting Minutes**

Brenda Ochodnický noted that in item 8.b. of the July 20 minutes that “Steve Gronow” should be changed to “Wayne Perry”. Motion by MJ Takagi, supported by Mary St. Pierre, to approve the July 20, 2015 regular meeting minutes as amended. ***Motion carried 4-0-1.***

4. **Receipt of July 2015 Financial Report**

Lauri French reviewed the FY 15-16 financial report and noted that the beginning fund balance is an estimate; the actual beginning fund balance will not be known until after the auditors have completed the audit in September. She also advised that revenues for FY 15/16 include a \$5,000 appropriation from the DDA but did not yet include the Livingston Sunrise Rotary grant amount of \$2,000 for the sculpture garden. This amount will be included in the August report.

Motion by MJ Takagi, supported by Mary St. Pierre, to approve receipt of the July 2015 financial report. ***Motion carried 4-0-1.***

5. Call to the Public was made at 6:05 p.m. Hearing no response, call to the public was closed.

**New Business**

6. Discuss possible cancellation of September BACC meeting – Claudia Roblee noted that this is Lauri French’s last BACC meeting before she retires on September 4 and that no one has been hired to replace her yet. She suggested that if there are no pressing matters that have to be decided in the near future that we may want to consider canceling the September meeting. Claudia noted that if something came up that needed a decision that a special meeting could always be called as long as it is posted with the Open Meetings Act guidelines.

Motion by Brenda Ochodnický, supported by Mary St. Pierre, to cancel the September 14, 2015 BACC meeting. ***Motion carried 4-0-1.***

**Old Business**

7. Continue discussion about donor plaque for BACC Sculpture Garden –  
a. Review alternate Aluminum plaque designs - Lauri French advised that she sent a request to The Bronze Plaque Design Group for a revised proof for an aluminum plaque with a dark background and white or silver lettering after last month’s BACC meeting. All three proofs from this company were included in the meeting packet and were reviewed. Claudia Roblee noted that she talked to American Awards and Engraving and they quoted a much higher price than the other company. American Awards has to send this type of work out since they don’t do it themselves.

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There was discussion about changing the wording on the plaque to remove "Brighton Arts and Culture Commission"; the logo already contains that wording so there is no need to repeat it and it allows the other letters to be a little larger and more readable. Lauri will send the revised wording to The Bronze Plaque Design Group and ask them for a proof before she orders the plaque.

Motion by MJ Takagi, supported by Brenda Ochodnicki, to have Lauri French order the aluminum plaque with a dark background and silver lettering from The Bronze Plaque Design Group per their quote received 8/2/15 in the amount of \$592. **Motion carried 4-0-1.**

b. Status of grant request to Livingston Sunrise Rotary Foundation and next steps – Brenda Ochodnicki reported that the Foundation had approved our grant in the amount of \$2,000. Claudia Roblee asked if the money had to be used specifically for the plaque and boulder, and Brenda said that she included all the work to be done at the garden (lights and installation, plaque, etc.) in the grant. She has a call in to Wayne Perry regarding the boulder donor and will get this information to Lauri French so she can order the plaque with the person's name on it.

There was discussion about putting the boulder on a cement pad and Lauri French will check with DPW to find out if there is a cement pad left over from the pieces that were located in Hyne Alley. Dave Blackmar suggested that the boulder should not be placed directly on the grass as it will sink over time. Also, placing it on a cement pad would make it easier for the DPW to cut the grass around it. Claudia Roblee said she will coordinate the project with Dave Blackmar and that the plaque should be shipped to her. There was discussion about how to mount the plaque on the boulder, how to mount the boulder on the platform and how much it would cost to have an outside company, such as a monument company, do this work. Lauri French will check with the city clerk for the name of monument companies and send this information to Brenda Ochodnicki.

8. Update - sculpture lighting and installation quotes received for the BACC Sculpture Garden – Claudia Roblee noted that she met a person at an event she recently attended who installs lighting for a living and they talked about our plans for the Sculpture Garden. He told her that one light per sculpture was not going to be sufficient and Claudia suggested we might want to reconsider our original plan. Lauri French advised that she talked to Brian from KW Electric to ask him for recommendations for vandalism-resistant lights and mounting suggestions. He responded that a centrally-located pole (maybe more than one) would decrease the chance of lights being re-aimed or kicked and would solve the problem of ground lights being covered in snow in the winter.

There was discussion about how to proceed and Claudia suggested that we contact a couple of professional outdoor lighting companies for quotes. Lauri French noted that if we plan to spend over \$5,000 that we should get three quotes. Claudia will contact the person she referenced above and also Jeff Smith from PEA to get the names of three companies. She said she would meet them at the garden to explain what we're trying to do and she would like them to come to a BACC meeting to speak to the group.

Motion by MJ Takagi, supported by Mary St. Pierre, to contact professional outdoor lighting companies to assess our lighting needs for the BACC Sculpture Garden and prepare a proposal for consideration by the BACC. **Motion carried 4-0-1.**

### Other Business

9. Staff Updates – Lauri French received a request from Diane Kramer to ask the BACC if they would be interested in keeping "The Winged Guardian" in the City's permanent collection if she could find donors for it. After discussion, the BACC members concurred that they would like to keep the piece but that Diane would have to be willing to find donors and/or initiate a "kick start" campaign to purchase it for donation to the City. Lauri will send an email to Diane to advise her of the BACC's decision and to notify her that she should contact Claudia Roblee or Brenda Ochodnicki for further discussion.

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Lauri also handed out an Open Projects Status for the BACC, which she will update as a result of today's meeting. She told the group that she enjoyed working with all of them and that this was her favorite board since she was able to work on projects that beautify the City. She invited everyone to her retirement party at Downtown Main on Friday, September 4, from 4-7 p.m.

### 10. Commission Member Updates

Claudia Roblee noted that the Art Fair was a success and that 10 paintings from The Grape Tent had been sold. Brenda Ochodnicki said they received over 400 votes for the paintings and that there was a tie for Best in Show. The Brighton Art Guild matched the BACC's donation toward the prize since there were two winners.

11. Call to the Public was made at 7:10 p.m. Hearing no response, call to the public was closed.

### 12. Adjournment

Motion Mary St. Pierre, supported by Brenda Ochodnicki, to adjourn the meeting at 7:10 p.m. **Motion carried 4-0-1.**

Respectfully submitted,

Lauri French, Deputy Director  
Community Development, Planning & Zoning  
August 11, 2015