

**Alexandria Commission for the Arts  
Regular Meeting**

Tuesday, March 19<sup>th</sup>, 2019  
Lee Center --- 7:00pm

**MEETING NOTES**

*For the Attendance Sign-In Sheet for commissioners, City staff and guests in attendance, see [Attachment 1](#).*

I. Call to Order (7:11pm) Chair Matthew Stensrud called the meeting to order. For the meeting agenda, see [Attachment 2](#).

II. Public Comment – Guests in attendance were given the opportunity to introduce themselves.

III. Presentation by Jane Collins from HEARD – The program founder and director of HEARD, Jane Collins, gave an overview of her arts organization’s goals and programs. See [Attachment 3](#).

IV. Approval of Minutes

1. February 19<sup>th</sup> Regular Meeting - The minutes were approved without edits by unanimous consent.

V. Chair Report – Matthew Stensrud gave his Chair report. See [Attachment 4](#).

VI. Committees and Task Force Updates

1. AlexRenew Task Force – Beth Coast and Chris Kurowski – The artist call received 43 applications. From those, the Task Force selected three finalists and one alternate.

2. Burke Library Task Force – Catherine Barrett and Brian Kelley reviewed the memo from City staff regarding the draft Public Art Project Plan. See [Attachments 5 and 6](#).

- Diane Ruggiero answered questions from Commissioners regarding the Burke Library site, and the process and budget for the project.
- Motion on Public Art Project Plan – A motion was made by Chris Kurowski and seconded by Caroline Schreiber to approve without edits the Public Art Project Plan for the Burke Branch Library. See [Attachment 7](#). The motion passed 13-0-0.

3. Literary Task Force – Kadhambari Sridhar reviewed the memo from City staff recommending that the Commission appoint KaNikki Jakarta as the City’s next Poet Laureate and D.Ohlandt as the alternate. See [Attachment 8](#).

- Motion on Poet Laureate Selection – A motion was made by Catherine Barrett and seconded by Chris Kurowski to approve City Staff’s recommendation. See [Attachment 9](#). The motion passed 13-0-0.
- Discussion of Poet Laureate Program – Diane Ruggiero and Matthew Stensrud led discussion about Poet Laureate Wendi Kaplan’s final report and the future of the Poet Laureate program. See [Attachment 10](#). Diane Ruggiero emphasized that each poet laureate has approached the position differently. If Commissioners have ideas for the future of the Poet Laureate program or ways that the Commission can help amplify the position within the City, they should pass them along to Kadhambari Sridhar.

4. Waterfront Park Task Force –

- Susie Cohen reviewed City staff’s memo recommending that the Commission approve the Task Force’s recommendation that artists Olalekan Jeyifous be appointed for Site/See 2020 and that Mark Reigelman be appointed for Site/See 2021. See [Attachments 11, 12, and 13](#).
- Motion on Artist Selection for Site/See 2020 and Site/See 2021 – A motion was made by Catherine Barrett and seconded by Julie Montross to appoint artist Olalekan Jeyifous for Site/See 2020 and artist Mark Reigelman for Site/See 2021. See [Attachment 14](#). The motion passed 14-0-0.
- Diane Ruggiero also updated the Commission on the current status of Mirror/Mirror and the communications plan around the Site/See project.

5. Waterfront Commission Liaison – Susie Cohen gave her report. The Waterfront Commission discussed Mirror/Mirror and initiatives to activate the Waterfront.

## VII. Appointments

### 1. Appoint Nominating Committee

- Review of Election Process – Matthew Stensrud led the discussion. Best practices for the nominating committee were suggested including meeting in person, having an official chair, and presenting the slate with a memo that addresses the qualities looked for and discussed. Matthew Stensrud reviewed the qualifications for serving on the Executive Committee; the

Chair must have been on the Commission for at least a year while the other positions have no tenure requirement.

- Commissioners: Catherine Barrett (Chair), Beth Coast, Allison Heck were elected to the Nominating Committee.

## 2. Appoint Grants Task Force

- A motion was made by Catherine Barrett and seconded by Susie Cohen to appoint Julie Montross and Caroline Schreiber to the Grants Task Force with Allison Heck as an alternate. See [Attachment 15](#). The motion passed 14-0-0.
- Diane Ruggiero reminded the Commission of the grants process and the expectation that Commissioners read all the applications.

## 3. Appoint Public Art Work Plan Task Force Citizen Member- Diane Ruggiero discussed staff's recommendation to appoint Mellenie Runion Community Stakeholder to the 2019 Public Art Annual Workplan Task Force. See [Attachment 16](#).

- Citizen Member (Arts Expertise): A motion was made by Allison Heck and seconded by Brian Kelley to appoint Mellenie Runion as a Citizen Member to the Public Art Workplan Task Force. See [Attachment 17](#). The motion passed 14-0-0.

## 4. Appoint Trails and Paths Task Force Commissioner – City staff is still working with consultant Todd Bressi to form an implementation plan. No appointments are required at this time.

## 5. Appoint New ARTreach Chair

- A motion was made by Beth Coast and seconded by Susie Cohen to appoint Julie Montross as Chair of the ARTreach Committee. See [Attachment 18](#). The motion passed 14-0-0.
- Julie Montross provided a committee update. The committee is still discussing their structure. There was a request that previous chairs reach out to the non-commission members of the former committees to see if they are interested in continuing to serve.

## 6. The review of Commissioner Committee Appointments was put off until next month's meeting.

## VIII. Office of the Arts Division Update – Diane Ruggiero presented the Office of the Arts Division Update. See [Attachment 19](#).

IX. FY2020 Budget – Diane Ruggiero reported that the Office of the Arts received no cuts in the City’s proposed FY2020 Budget.

1. Discussion and Next Steps – A motion was made by Chris Kurowski and seconded by Shaan Shuster to approve writing a letter to City Council to acknowledge and thank them for the funding levels provided to the Office of the Arts in the current budget cycle. See Attachment 20. The motion passed 14-0-0. Additional discussion was had regarding a future letter around CIP funding.

X. Retreat Next Steps –

1. Discussion and Review of Goals - Matthew Stensrud led discussion about next steps. See Attachment 21.

- The ARTreach committee will work on “Engage and Collaborate” and an educational briefing as it relates to the “Educate” goal. The new Inclusivity committee has not yet met. The goal is to meet in the next month. The Annual Workplan Task Force will keep the “Innovative” goal in mind during their work. The Executive Committee will look into scheduling a professional development opportunity as it relates to the “Educate” goal.

XI. New Business –

1. The April 16 Commission for the Arts meeting was moved to Wednesday, April 24.
2. Matthew Stensrud reviewed the electronic meeting policy.

XII. Good of the Order and Announcements

XIII. Adjournment (9:46 pm)

**ATTENDANCE SIGN-IN SHEET**  
**ALEXANDRIA COMMISSION FOR THE ARTS**  
**ALEXANDRIA, VIRGINIA**

Meeting Date: \_\_\_\_\_  
Regular/Special

Quorum Meeting Place: Lee Center

MEMBERS OF COMMISSION:	(Please sign name.)
Matthew Stensrud, Chair	<i>Matthew Stensrud</i>
Gayle Converse, 1 <sup>st</sup> Vice Chair	<i>Gayle Converse</i>
Chris Kurowski, 2 <sup>nd</sup> Vice Chair	<i>Chris Kurowski</i>
Tamsin Green, Secretary	<i>Tamsin Green</i>
Julie Montross	<i>Julie Montross</i>
Marta Ali	<i>Marta Ali</i>
Catherine Barrett	<i>Catherine Barrett</i>
Beth Coast	<i>Beth Coast</i>
Susan Cohen	<i>Susan Cohen</i>
Allison Heck	<i>Allison Heck</i>
Brian Kelley	<i>Brian Kelley</i>
Allison Nance	
Caroline Schreiber	<i>Caroline Schreiber</i>
Shaan Shuster	<i>Shaan Shuster</i>
Kadhambari Sridhar	<i>Kadhambari Sridhar</i>
Sophia Suarez	
<b>Recreation, Parks &amp; Cultural Activities Staff:</b>	
James Spengler, Director	
Diane Ruggiero, Deputy Director, Cultural Arts	<i>Diane Ruggiero</i>
Cheryl Anne Colton, Program Director	<i>Cheryl Anne Colton</i>
Brett Johnson, Director, TFAC	
Anne O'Dell, Regional Director, E&PSA	
Matthew Harwood, Public Art Manager	<i>Matthew Harwood</i>

**TYPICAL AGENDA**

- (Time: \_\_\_\_\_) I. Call to Order  
 II. Minutes of Previous Meeting  
 III. Announcements and/or Guest(s)  
 III. Reports:  
 IV. Special Orders  
 V. Unfinished Business  
 VI. New Business  
 VII. Other Announcements  
 (Time: \_\_\_\_\_) VIII. Adjournment

(Guest(s) Attendance, over)



**Alexandria Commission for the Arts  
Regular Meeting**

Tuesday, March 19<sup>th</sup>, 2019  
Lee Center --- 7:00pm

**AGENDA**

- I. Call to Order (7:00pm)
- II. Public Comment
- III. Presentation by Jane Collins from HEARD – 10 minutes
- IV. Approval of Minutes – 5 minutes
  1. February 19<sup>th</sup> Regular Meeting
- V. Chair Report – 10 minutes
- VI. Committees and Task Force Updates – 50 minutes
  1. AlexRenew Task Force – Beth Coast and Chris Kurowski
  2. Burke Library Task Force – Catherine Barrett and Brian Kelley
    - Motion on Public Art Project Plan
  3. Literary Task Force – Kadhambari Sridhar
    - Motion on Poet Laureate Selection
    - Discussion of Poet Laureate Program – Diane Ruggiero and Matthew Stensrud
  4. Waterfront Park Task Force – Susie Cohen and Allison Nance
    - Motion on Artist Selection for Site/See 2020 and Site/See 2021
  5. Waterfront Commission Liaison – Susie Cohen
- VII. Appointments – 25 minutes
  1. Appoint Nominating Committee
    - Review of Election Process
    - Commissioners: Catherine Barrett (Chair), Beth Coast, Allison Heck
  2. Appoint Grants Task Force
    - Commissioners: Julie Montross and ?
  3. Appoint Public Art Work Plan Task Force Citizen Member

- Citizen Member (Arts Expertise): Mellenie Runion
4. Appoint Trails and Paths Task Force Commissioner
    - Commissioner: ?
  5. Appoint New Committee Chair
    - Chair: Julie Montross
  6. Review Commissioner Committee Appointments
- VIII. Office of the Arts Division Update, Matthew Harwood – 10 minutes
- IX. FY2020 Budget – 15 minutes
1. Discussion and Next Steps
- X. Retreat Next Steps – 15 minutes
1. Discussion and Review of Goals
- XI. New Business – 5 minutes
- XII. Good of the Order and Announcements – 5 minutes
- XIII. Adjournment (9:30pm)

# **Heard. An arts program for silent stories.** *Because everyone deserves to be heard.*

## ***What it is***

**Heard** teaches life skills disguised as art to Alexandria and Arlington nonprofit program partners serving clients who are homeless, transitioning from homelessness, incarcerated, survivor of domestic violence, immigrant/refugee, in need of a second chance, or marginalized in some way.

**Heard** began in 2017 and is provided **free** to program partners and their voluntary clients. We offer clients a safe and trust-based environment to express themselves. Each program includes classes at the nonprofit site, with the class length and duration determined with the nonprofit partner. A typical program includes up to 12 students and runs 4-6 weeks for 1 ½ - 2 hours in length, although some programs are one-time events.

**Heard** currently offers programs in creative writing (fiction and non-fiction), poetry, visual arts, improv and public speaking. These programs are designed to offer our clients creative expression, an opportunity to be heard, recognized and honored, and to build an environment of trust and safety for the participants.

**Heard** is a program of the Del Ray Community Partnership nonprofit (EIN 453185362) and is funded privately and through donations.

**Heard** was created by Jane Hess Collins, an Alexandria resident and retired colonel, United States Air Force. She is a communications consultant and holds a masters' degree in public relations and corporate communications from Georgetown University.

## ***How it works***

**Heard** gives marginalized adults the opportunity to be heard under the guidance of professional artists experienced in working with at-risk adults. **Heard** honors these artists by offering a stipend for their leadership. Classes include a review of class guidelines, including respect for each other and each other's work and offering positive feedback to each other, warm-up exercises, prompts, instruction and exercises, feedback, small group and individual work opportunities to share and discuss, and other support if requested by the student. The program gives students the freedom to share their art if they wish. Verbal sharing is always an option, but it is ultimately up to the student to decide to share.

**Heard** designs programs based on the nonprofit partner's objectives, and gives program partners the opportunity to showcase successes in reports and grant writing.

In addition to the creative outlet offered to clients, **Heard** programs help clients develop:

- Confidence in themselves as they learn to shape their own stories as they gain control over their situation
- Increased decision-making skills as they learn focus through fine-tuning their stories
- Increased empathy as they listen to other students' stories. These listening skills help clients to learn focus and shape their own stories
- New skills to apply to life decisions
- Inspiration to live independently, move forward in their lives and fulfill goals they have established for themselves

**Heard** is an arts program, *not a therapy program*, and we are not trained to handle a student who becomes extremely stressed. Since creative arts may prompt traumatic memories for any participant, we ask that a therapist, case worker, or trained nonprofit partner staff ensure that clients are emotionally prepared to participate in the program.

**Heard** clients must be able to speak, read and write in English at the fourth-grade level. We do not offer transportation or child care.

### ***Donations and More Information***

All donations will be used for art supplies and teacher-artist stipends. Checks should be made out to "Del Ray Community Partnership" with "**Heard**" in the memo line, and mailed to:

Del Ray Community Partnership  
c/o Pat Miller  
3301 Commonwealth Avenue, #A  
Alexandria, VA 22305

For more information, contact the program founder and director, Jane Collins, at [jahcollins@gmail.com](mailto:jahcollins@gmail.com), call or text (703) 282-6738.

*Thank you for your interest in **Heard**. We look forward to working with you!*

**Heard.** An arts program for silent stories.  
*Because everyone deserves to be heard.*

## **Testimonials**

*"From reading some of the stories, I was able to tell the participants put a great deal of effort into the material they wanted to present. Once the competition ended, I received several requests for the program to return.*

*"A number of inmates expressed to me how being able to express their thoughts through this format, they were able to get things off their mind that had been bothering them since being incarcerated. I also had inmates approach me, just recently, to ask if another writing program was coming back. I am just as excited to see these type programs come to our facility as the inmates. Jane was a pleasure to work with and I look forward to her return."*

**Gloria Wright, Alternative Programs Manager, Alexandria Detention Center**

*"The HEARD program is a wonderful complement to TWB's [Together We Bake] curriculum of empowerment and life skills. Providing women an opportunity to share their stories through art is incredibly empowering. We have also had HEARD activities for our alumni team members and it has been a fun, bonding experience for all involved. The instructors are passionate about their craft and their compassion for women in need is inspiring. We are so grateful for HEARD!"*

**Stephanie Wright, Co-founder and Executive Director, Together We Bake**

*"We have been working with Heard since close to its inception I believe. We were thrilled when Jane first approached us and offered to work with our residents (women coming out of jail and prison who live in our transitional housing program for 6 months). Heard's teachers are professional and from many disciplines, but all share the same desire to make a difference in creative and impactful ways in the lives of others. The women in our program have come to look forward to any class that is offered by Heard and the level of instruction is superior!"*

**Kari Galloway, Executive Director, Friends of Guest House**

*"The Heard Organization has benefited Friends of Guest House by providing resourceful courses to our women. Heard has come in and turned a lot of women lives around who didn't believe in the talents they possessed. This organization has provided a variety of classes from Poetry, Improv, Writing and Visual Art classes. Our women have turned a new leaf from attending these courses. They are now able to express their feelings in different forms of positive expressions. Heard has created a positive atmosphere and space where many of our women can show their creativity."*

**Keba Baptiste, Workforce and Life Development Coordinator, Friends of Guest House**

*"I didn't know that Poetry can be so much fun and bring a different perspective into my life. Since attending that class I am now able to analyze a poems and also I began to write poetry myself."*

**Heather, Friends of Guest House client**

**Alexandria Commission for the Arts**  
**March 19th 2019 Regular Meeting**  
**Chair Report**  
**Submitted by Matthew Stensrud**

**Some Things Of Note:**

**New Committees** - The Chair Report will now always include a list of who serves on the Commission's committees. We can update this list at any meeting, so make sure the information at the end of the report is accurate as to your service!

**Google Drive** - As a reminder, the Commission now has a folder on Google Drive for our meetings. Each month has a folder and feel free to upload any pertinent documents to the respective meeting folder.

**Saint Patrick's Day Parade** - The parade on Saturday March 2nd was a success! Thanks to those who attended and a special shout out to Gayle and me, who shared the cost of the parade fee.

**Arts Alliance Grants Workshop** - Thank you to Diane Ruggiero, who joined me on a panel last week to provide tips and tricks to the Alexandria Arts Alliance on the grants process and common successes and challenges that we see. The Alliance disseminated the information discussed in an email last week. If you do not already receive emails from the Alliance, reach out to Kelley Organek at [kelleyorganek@hotmail.com](mailto:kelleyorganek@hotmail.com).

**On the Agenda:**

**Poet Laureate Program Discussion** - The Office of the Arts is looking into the City's Poet Laureate program and would appreciate any ideas regarding the structure of the program so the Poet Laureate can best serve the City.

**Nominating Committee** - Thank you to Catherine Barrett, Beth Coast, and Allison Heck, who have all agreed to serve on the Nominating Committee. The Nominating Committee consists of three Commissioners not interested in leadership at this time and tasked with finding colleagues who are best suited to lead the Commission over the next year. If you are interested in serving in the Commission's leadership and on the Executive Committee, please reach out to these three Commissioners over the next two months. They will reach out to the Commission over the next few weeks to review the process and provide deadlines to give interest. The committee will provide a slate of nominees to the Commission at our May meeting and we will have our annual election in June.

**Appointments** - We are looking for Commissioners to serve in the following roles:

**Trails and Paths Task Force** - One Commissioner to join Allison Heck

**Grants Task Force** - One Commissioner to join Julie Montross

**Social Media Tips**

Join us on Facebook and Instagram!

Facebook --- <https://www.facebook.com/AlexandriaArtsCommission/> **440 likes +4 since February '19**

Instagram --- <https://www.instagram.com/alexandriaartscommission/> 1,255 followers +20 since February '19

### **Commission Committee Members**

#### *Executive Committee*

Matthew Stensrud, Chair  
Gayle Converse, First Vice Chair  
Chris Kurowski, Second Vice Chair  
Tamsin Green, Secretary

#### *ARTreach*

Catherine Barrett  
Susie Cohen  
Gayle Converse  
Brian Kelley  
Chris Kurowski  
Julie Montross  
Caroline Schreiber  
Matthew Stensrud  
Sophia Suarez

#### *Inclusivity Committee*

Gayle Converse  
Tamsin Green  
Allison Heck  
Allison Nance  
Kadhambari Sridhar

#### *Grants Committee*

Allison Nance, Chair  
Catherine Barrett  
Tamsin Green  
Caroline Schreiber

### **Upcoming Dates**

*Executive Committee Meeting, Tuesday, April 2nd at 7pm, TBD*

*Regular Meeting, Tuesday, April 16th at 7pm, Lee Center*

## City of Alexandria, Virginia

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### MEMORANDUM

**DATE:** MARCH 15, 2019

**TO:** ALEXANDRIA COMMISSION FOR THE ARTS

**FROM:** DIANE RUGGIERO, DEPUTY DIRECTOR, RECREATION, PARKS & CULTURAL ACTIVITIES, OFFICE OF THE ARTS

**RE:** BURKE LIBRARY PROJECT PLAN

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#### **Background:**

Alexandria's Public Art Implementation Plan, adopted in 2014, outlined a vision and goals for the public art program and established three Creative Directions for its work: Time and Place, Neighborhood Identity, and Natural and Urban Systems. The Neighborhoods and Gathering Spaces creative direction calls for public art that can help to create images and places that can explore the complexity of the neighborhoods throughout the city and build stronger connections between people and communities.

#### **Discussion**

Public art at Burke Library will be the first public art collaboration with the Alexandria Public Library and the first library to have commissioned public art on site. Additionally, the site will provide an opportunity to place public art in an diverse area that currently does not have any City public art.

In accordance with the Public Art Implementation Plan, the attached Program Plan outlines the format, goals, outputs, timeline, artist selection process, budget, and evaluation for the first of the three residencies. This Plan helps to provide the framework for staff and the task force to carry out the project.

#### **Staff Recommendation**

Staff recommends the Arts Commission approve the Project Plan for the Burke Library.

# PUBLIC ART PROJECT PLAN

## PROJECT PLAN FOR BURKE BRANCH LIBRARY

DATE

March, 2019

DRAFT

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DRAFT

## I. Introduction

The City of Alexandria's Public Art Implementation Plan outlined a vision and goals for the public art program and established three Creative Directions: Time and Place, Neighborhoods & Gathering Spaces, and Natural and Urban Systems.

The Plan also sets out a process for the commissioning of new public art. For each project approved in the Annual Public Art Work Plan, the Commission for the Arts appoints a Public Art Project Task Force to advise on the entire project development process. The staff and the Project Task Force develop a Project Plan that sets out the project goals, artist selection process, budget, timeline and communications strategy. The Project Task Force then selects an artist, through a process set out in the Project Plan. The artist develops a concept, which is then approved by the Project Task Force and the Commission for the Arts.

This document is the Project Plan for public art at Burke Branch Library.

## II. Site and Context

### **About the City of Alexandria**

Alexandria, Virginia is a small historic seaport city of about 150,000 residents located on the Potomac River, minutes from Washington, D.C. It is best known for its historic Old Town but is also home to federal agencies such as the U.S. Patent & Trademark Office, the Defense Department and the headquarters of the National Science Foundation.

### **About Alexandria Library**

The Alexandria Library Company was founded on July 24, 1794. The Company operated as a subscription library, with members paying for access to its collections, for over 100 years.

In the 20<sup>th</sup> century, Alexandria would open its first public library. In 1937, The Alexandria Library Company then signed an agreement with the Alexandria City Council turning over its collections to the City of Alexandria. The City agreed to include operating expenses for the public library in its budget and a new era commenced.

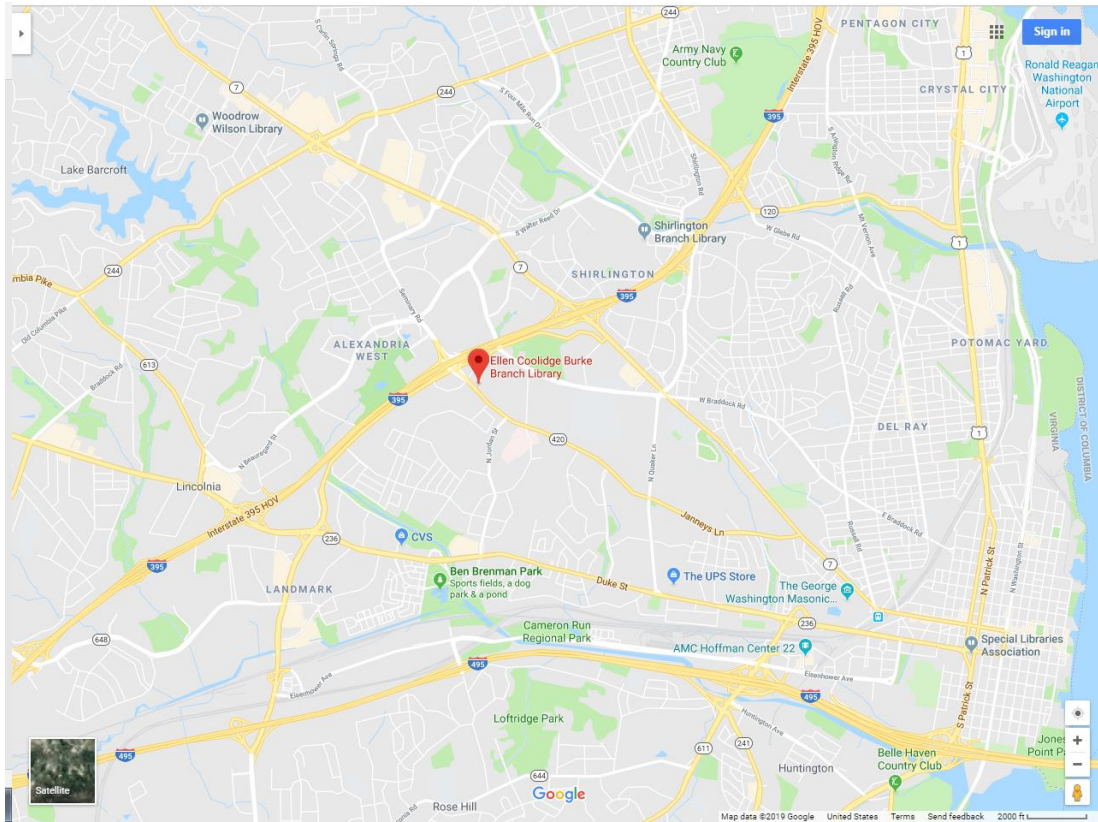
### **About the Ellen Coolidge Burke Branch Library**

In 1948 Ellen Coolidge Burke was appointed Director of Alexandria Library after working in the library for almost ten years as a cataloger and reference librarian. She was responsible for bringing one of the state's first book mobile services to the city.

The Ellen Coolidge Burke Branch Library (Burke Library) opened in 1968 and is located at 4701 Seminary Road in Alexandria, Virginia near the entrance/exit to Interstate 395 at the northeast corner of Seminary Road and Library Lane. It is named for long-standing library director Ellen Coolidge Burke and was developed by architects Murray & Associates. The library was closed to the public in 2000 and reopened in 2002 after public demand. Currently, the library is located on the upper level of the building which sits at grade with Seminary Road.

The library serves as an important community space for West End residents and as well as an important resource for students at the Francis C. Hammond Middle School located directly across Seminary Road. The area around the library is a mix of commercial and residential areas and serves almost 100,000 visitors per year. Burke Library has an annual circulation of over 125,000 borrowed materials and offers over 180 youth programs and over 270 adult programs.

## Maps & Photos



View from corner of Library Lane and Seminary Road



View from Seminar Road (sidewalk)



View from Across Seminar Road (from FCH Middle School)

### III. Goals

The Alexandria Public Art Program is interested in commissioning artists to create a site-specific, permanent work of art for Burke Branch Library.

The program goals of the Burke Branch Library public art project are to:

- Make the library more visible from Seminary Road.
- Celebrate Burke Library as a gathering space to build stronger connections between people and their community.
- Have the library become a landmark for the west end.
- Bring a new work of art to Alexandria that is informed by the context of the site.

### IV. Selection Process

For the Burke Branch Library project, the Office of the Arts will issue a national call for artists. Three artists will be selected and given the opportunity to come to Alexandria and visit Burke Library, meet with staff, and interview with the Task Force.

#### Burke Branch Library Task Force

The Burke Branch Library Task Force helps shape the Project Plan for the project and recommends selection of artist(s) and approval of concept(s).

The two Commission for the Arts representatives on the Task Force are:

- Catherine Barrett
- Brian Kelley
- Matthew Stensrud (ex-officio)

The Community Stakeholders for the Task Force include:

- Shirley Downs

Project Stakeholders for the Task Force include:

- Kathleen Schloeder, Chair, Library Board of Directors
- Kyle Maier, Burke Branch Library Manager
- Renee DiPilato, Deputy Director, Alexandria Library (ex-officio)

#### Artist Selection Process and Concept Approval

An [open call](#) process will be used to select artists for the project.

In accordance with the Public Art Implementation Plan and Policy, the Office of the Arts, will draft a Request for Qualifications (RFQ) based on the information provided in the Project Plan. This call will be issued via an online application system (Café – [callforentry.org](http://callforentry.org)). Interested artists/artist teams will be welcome to submit a letter of interest, qualifications, and work samples.

The Task Force will review the letters of interest and qualifications and recommend an artist for the project. The selected artist/artist team will be approved by the Commission for the Arts.

The selected artist/artist team will develop a Concept Proposal/s in collaboration with the Office of the Arts staff, consultants, and other partners. The Concept Proposal/s will include a rendering, narrative description,

fabrication methods, budget and timeline. The Concept Proposal will be reviewed for feedback by the Task Force and be recommended for approval by Commission for the Arts prior to execution.

## V. Timeline

March	Task Force reviews and approves Project Plan
March	Project Plan submitted to Commission for the Arts for approval
April	Staff develops call to artists for review by Task Force
April	Issue Call for Artists via Café (callforentry.org)
June	Review qualifications and select artist/artist team
TBD	Artist Interview (optional)
July/Aug	Artist contract
Aug	Artist site visit
Oct	Selected artist presents proposal
Oct/Nov	Proposals approved by Task Force, Commission for the Arts
Nov/Dec	Artist submits final design for technical review
Jan	Fabrication
TBD	Installation
TBD	Completion

## VI. Budget

<b>From Public Art Fund</b>	<b>\$100,000</b>
Artist design, fabrication & installation	\$90,000
Contingency	\$5,000
Programming & communications (specific to the public art project)	\$5,000
<b>Total</b>	<b>\$100,000</b>

## VII. Community Engagement, Marketing and Communications

Community engagement, marketing and communications should be geared toward engaging with existing stakeholders as well as bringing new audiences to experience the artwork.

### Stakeholders

Community engagement, marketing, and communications should build upon the existing stakeholder base for art and tourism in Alexandria and the stakeholders in the West End especially in the Seminary Hill/Strawberry Hill small area. These will include, but not limited to, representatives from:

- Burke Library visitors
- Francis C. Hammond Middle School students, teachers, parents
- Seminary Towers residents

### Marketing and Communications

The Office of the Arts staff will develop a marketing and communications strategy that will include:

- Materials in languages relevant to the nearby community.
- Web-based information about the project.
- Social media announcements about specific events.
- Print materials about the exhibition to be distributed at local tourist information areas.
- Media releases to local and national publications and blogs.
- Print and/or online advertising in local and regional publications.
- Micro-targeted online / social media advertising.

Motion made by:	Motion seconded by:	Vote count
CHRIS KUROSKI	CAROLINE SCHREIBER	Yes— 13 No— 0 Abstained— 0
ACA Motion		

Agenda Item #:  
Motion:

APPROVE STAFF RECOMMENDATION  
TO APPROVE THE PROJECT PLAN FOR  
THE BURKE LIBRARY.

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Discussion notes:  
(continue on other side of page if necessary)

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** MARCH 15, 2019

**TO:** ALEXANDRIA COMMISSION FOR THE ARTS

**FROM:** CHERYL ANNE COLTON, REGIONAL PROGRAM DIRECTOR, RECREATION, PARKS & CULTURAL ACTIVITIES, OFFICE OF THE ARTS

**RE:** SELECTION – POET LAUREATE, CITY OF ALEXANDRIA

#### **Background:**

In 1979, the Alexandria City Council voted Jean Elliott, as the City's first Poet Laureate of record, who served until 1999.

The Alexandria Poet Laureate program was reestablished by the City of Alexandria in 2007 to confirm the value of the literary art and enhance the quality of life in Alexandria. Past Poet Laureates include Mary McElveen, Amy Young, Tori Lane Kovarik, Ryan Wojanowski, and most recently, Wendi Kaplan.

At the end of March 2019, Wendi Kaplan will end her 3- year term as Poet Laureate, in preparation for her replacement, a "call to the community" was sent out with an online submission deadline of January 11, 2019.

#### **Discussion:**

On January 28, the Literary Task Force reviewed the submissions and selected five finalists - KaNikki Jakarta Mix, Andrea Grenadier, Christopher Thomas, Deborah Finkelstein, and D. Ohlandt. The five finalists were interviewed on February 11. The Task Force used an evaluation form and rubric to select three candidates for an additional interview. The second set of interviews were held February 28. After the interviews, the Literary Task Force developed a recommendation for the new Poet Laureate.

The Task Force deliberations resulted in the selection of KaNikki Jakarta Mix as the City's next Poet Laureate. Should Ms. Jakarta Mix not be able to fulfill his three-year term, the Task Force also recommends D. Ohlandt as an alternate. The Task Force suggests that the Poet Laureate consider using D. Ohlandt a resource and possibly working with her on some poetry projects.

#### **Staff Recommendation**

The Poet Laureate Task Force recommends the appointment of KaNikki Jakarta Mix as the City's next Poet Laureate and recommends D. Ohlandt as the alternate.

The submission packets for KaNikki Jakarta Mix and D. Ohlandt are available upon request.

#### **Attachments:**

- 1) First Round of Interviews - Poet Laureate Evaluation Form and Scoring Rubric
- 2) Final Round of Interviews – Poet Laureate Evaluation Form

**ALEXANDRIA POET LAUREATE  
Evaluation Form**

**Finalist Candidate:** \_\_\_\_\_

**Please rate the following from 4 (excellent) - 1 (poor) Check the box that corresponds:**

	1	2	3	4	COMMENTS:
<b>Poem #1 (15% of score)</b> Appropriate for Adult Audience - Technical Merit (syntax, form) - Artistic Merit (use of image, language) - Theme (relevant and accessible to Alexandria's diverse residents)					
<b>Poem #2 (15% of score)</b> Appropriate for youth - Technical Merit (syntax, form) - Artistic Merit (use of image, language) - Theme (relevant and accessible to Alexandria's diverse student and youth populations)					
<b>Performance of Poetry (15% of score)</b> Stage Presence and Confidence - Expressiveness and delivery					
<b>Question #1: (15% of score)</b> Share two actionable ideas that you would like to do or expand upon, that demonstrate your creativity, what you would do to implement it and what resources would be needed. - Innovative/creativity - Completeness (provides target audience; objectives or desired outcomes; required resources)					
<b>Question #2: (15% of score)</b> Tell us about a time when you had to write a poem in response to a specific event or situation. - Level of experience writing poetry for situations - Comfort with experience - Evidence of availability to respond in timely fashion					
<b>Overall Interview Score: (25% of Score)</b>					

SUMMARY	% of score	Panel Member Score
<b>Poem #1</b>	15%	4
<b>Poem #2</b>	15%	4
<b>Performance of Poetry</b>	15%	4
<b>Question #1</b>	15%	4
<b>Question #2</b>	15%	4
<b>Overall Interview Score</b>	25%	4
<b>Total Score:</b>	100%	24

**Task Force Member:** \_\_\_\_\_



## Poet Laureate Scoring Rubric

### **1 = Poor**

Not articulate. Has no understanding of the role of the poet laureate or the community. Would not be able to carry out the role.

### **2 = Fair**

Articulate. Has some understanding of the role of the poet laureate and the community. May have difficulty gaining community support. May be able to carry out the role but would need training/guidance.

### **3 = Good**

Articulate. Understands of the role of the poet laureate and the community. Would relate well to the community. Should be able to carry out the role with little training/guidance.

### **4 = Excellent**

Very articulate. Has a full understanding and vision of the role of the poet laureate and the community. Would be able to carry out the role with no training/guidance.

**EVALUATION FORM: POET LAUREATE FINALISTS:**

LITERARY TASK FORCE MEMBER: \_\_\_\_\_

FINALIST: \_\_\_\_\_

1. Write an original poem that celebrates the cultural diversity of the City of Alexandria.  
Scoring - Artistic: 45 %  
Theme (relevant and accessible to Alexandria’s diverse community)  
Technical merit (syntax, form)  
Artistic Merit (use of image, language):45%

SCORE: \_\_\_\_\_

2. Explain your approach to cultural diversity by answering the following questions:
  - What is your view of what cultural diversity is, and where do you see it in Alexandria?
  - Why is it important to celebrate cultural diversity in the City?
  - How can poetry provide an understanding and deepen reflection to the community?
  - How does your poem celebrate the cultural diversity of Alexandria?
  - What are ways to reach many of the different communities in Alexandria through poetry?(8-10 minutes for the poem and the answers)  
Scoring – Community Impact and Engagement: 35%

SCORE: \_\_\_\_\_

3. Prepare an oral and brief written report that outlines what you would do during the first 90 days as the Poet Laureate. Be specific about your goals, the communities you would like to reach and how you would reach them, the activities you would organize, and anything else you feel is important. In addition, talk about what resources you would need, what you can personally organize, and what you think you would have to rely on others to do. You can build on the ideas that you brought to the interview.  
(8-10 minutes for the report and explanation)  
Scoring – Management/Executive Skills: 20 %

SCORE: \_\_\_\_\_

TOTAL SCORE: \_\_\_\_\_

COMMENTS:

Motion made by:	Motion seconded by:	Vote count
Catherine Barrett	Chris K.	Yes— 13 No— 0 Abstained— 0

**ACA Motion**

Agenda Item #: VI. 3.

Motion:

Motion to appoint Kenikki Jakarta Mix as Poet Laureate and D. Ohlondt as the alternate.

Discussion notes:  
 (continue on other side of page if necessary)

**Wendi R. Kaplan**  
**Poet Laureate, City of Alexandria**

“Poetry is a life-cherishing force.  
For poems are not words, after all, but fires for the cold, ropes let down to the lost, something as  
necessary as bread in the pockets of the hungry.”  
-Mary Oliver

February 18, 2019

Dear Matthew and Members of the Alexandria Commission for the Arts,

What an amazing journey this has been. I thank you for this immense privilege of being the Poet Laureate for Alexandria.

This journey began 3 years ago in 2016 when I shared with the Alexandria Arts Commission that:

*I would like to invite people into conversation, to create community by knowing each other through words, through poetry. By sharing poetry we love, by writing poetry together, by listening to each other and broadening our perspectives.*

This intention quickly evolved into the theme for my tenure: Building Bridges and Creating Community.

Since I was appointed Poet Laureate:

I have done over 61 poetry readings.

I have collaborated with 6 people and groups in doing projects.

I have done over 17 workshops for people in writing poetry. Most were focused on building bridges. Others were working with kids on identity with acrostic poetry, diversity, inclusion, community, finding the light in the dark, dreams, teens and their dreams.

In addition I have acted as a judge in 12 competitions. Those include writings “For Love of Country” with the Alexandria Library, the school Reflections contests, the elementary school poets and poet laureate submissions as well as, of course, the DASHing Words In Motion contest.

I have written 8 articles for the Alexandria Gazette.

I have collaborated with amazing educators. Lynda Gallagher at Tucker elementary, Bridget Tomich at TC Williams, Suzanne Lank with ACPS and the amazing librarian, LaGina Gross, at Minnie Howard. These folks are jewels in our schools and highlight poetry in their work.

Brack Stoval, the head librarian at Duncan Library has always supported poetry and me and given me space to do readings and workshops there.

Community poets and poetry lovers have supported the work I have done and are always up to sharing: these include Ms. Doreetha of Old Town, Ms. Jane Cotton in the West End, KaNikki Jakarta and Marquis

Mix, Christopher Thomas, my Palestinian sisters Samar Najia and Zeina Azzam, Serena Wills, Renee Adams of the Poetry Fence, and many others.

Collaborators such as the musician and playwright Neal Learner, dancers Silvia Hendi, Janet Storms, Sara Lavan, Mary Jo Smet and the Choreographers Collaboration Project have been inspirations and visionaries. Nancy Belmont who does community art and interactive installations has been energizing.

There was a full circle moment for me when I wrote a poem for and addressed a crowd in Market Square in September of 2017 honoring those who had suffered and even died as a result of domestic violence where I realized that I had been instrumental, along with Dr. Carol Becker and Vola Lawson, in creating a domestic violence program in Alexandria. My work with them began in 1982, 35 years before the vigil in 2017. To be there to honor the people who have been touched by domestic violence and who work to combat it every day and to bring it to light was a great gift for me.

Thank you again for allowing me to be a voice for poetry, for inclusion, for connection in our city of Alexandria.

With heartfelt gratitude,  
Wendi

### **August 2016:**

1. First column of Poetry Conversations is printed in The Gazette  
<http://www.alexandriagazette.com/news/2016/aug/03/alexandria-poetry-conversations-peace-wild-things/>
2. Collaboration with CCP (8/3/16)
3. First Thursday in Del Ray (8/4/16): Poetry Conversations/20 people including 3 police officers for a while!
4. Interviewed by weight watchers magazine re: poetry and poetry therapy as self healing
5. Alexandria Youth Arts Festival (8/6/16): I had a booth with poetry. Mostly kids from 5-9 came. We read and wrote Acrostic poems (some I scribed bc they could not write).
6. Met with Katherine Young (8/8/16): discussed possible collaborations
7. Poetry at Duncan Library: (8/27/16). What a fiery group! Our theme was: Where I'm From (from the George Ella Lyons poem) They have requested monthly gatherings
8. Have also written and/or spoken to several people about possible collaborations or poetry events (Mayor Silberberg, Justin Wilson, Renee Adams, Police Chief Cook and others)

### **September 2016**

1. Second column in the Gazette about the poetry fence in Del Ray:  
<http://www.alexandriagazette.com/news/2016/sep/22/column-alexandrias-poetry-fen>

[ce/](#)

2. Read poetry at National Recovery Month Community Celebration, to help raise awareness of mental health and substance abuse. September 21, 2016 at the Lee Recreational Center.

3. Participated in reading and choosing poetry winners for the Alexandria Library Writing Contest: "For Love Of Country" (for rising 7th, 8th and 9th graders). This was in September 2016.

4. Did a reading and a talk at the Beatley library for the Awards Ceremony of "For Love of Country". October 2, 2016

### **October 2016**

1. Poetry at Duncan (10/15/16): Theme: "I, Too" poetry sharing about diversity. (about a dozen people)
2. Poetry Reading (10/22/16): Watergate at Landmark Writers Fair
3. Gazette Column—Whimsical Poetry and John Porter  
<http://www.connectionnewspapers.com/news/2016/nov/01/john-porter-shares-whimsical-poetry/>
4. Met with Cheryl Anne Colton 10/31/16

### **November 2016**

1. Poetry about Safety and Building Bridges (private home 11/13/16)
2. Meeting with Renee Adams and Lucy Goddin (from Ivy Hill Cemetery) about community poetry possibilities (11/14)
3. Worked with TC students as they prepare for a Poetry Out Loud Contest (11/21/16 in conjunction with Ms. Tomich, a teacher at TC)
4. Judged final Literature entries for the Alexandria Schools Reflections Contest (with Kathy Petrini 11/21/16)

### **December 2016**

1. Attended and judged the Poetry Out Loud competition at TC Williams High School (12/15/16)
2. Poetry Reading 12/3/16 at Arabesque/Durant Arts Center
3. Reading 12/16/16 for "Be The Light" community sculpture in Del Ray
4. Corresponding with several people to do future collaborations, readings and events.

### **January 2017**

1. Column in Alexandria Gazette: Poetry And Art Live In Alexandria (1/5/17)  
<http://connectionarchives.com/PDF/2017/010417/Alexandria.pdf>
2. Reflections Judging for Alexandria Schools/Special Ed writings (Kathy Petrini)
3. More Regional Reflections Judging.

4. Completed a four month long poetry project (including reading, research and writing) on a poem about George Washington entitled "The Man and The River: Washington's Way"
5. Attended an "Meet the Artists" event for Arabesque at the Durant Center on January 8, 2017.
6. Poetry Event at Martha Washington Library: I was invited to read by Plan B Press (Steven Allen May). January 10, 2017.
7. Met with the Alexandria Arts Commission, Education Committee on January 18 at the invitation of Shirley Downs.
8. Meeting with LaGina Gross, Minnie Howard Librarian on January 19, 2017. We discussed my participating in her Poetry Café for April as well as other poetic possibilities.
9. Samuel Tucker presentation and sharing of poetry with Ms. Lynda Gallagher's third grade class on January 25.
10. January 27, 2017 attended the Regional Poetry Out Loud competition at Signature Theater.
11. continued meetings and planning for future events including for National Poetry Month.
12. Poem in Alexandria Gazette: Washington's Way  
<http://www.alexandriagazette.com/news/2017/jan/27/man-and-river-washingtons-way/>

## **February 2017**

1. Reading at Del Ray Artisans: Sweet Treats and Poetry (2/14/17)
2. Presentation to City Counsel with the George Washington Birthday Celebration Committee (2/14/17)
3. Continued communication with Samar regarding Zajal collaboration poem.
4. DASHing Words in Motion: meeting with the selection committee to choose this years winners (2/15/17)
5. Setting up a poetry event with St. Stephens for their 9th Annual Sustainability Conference
6. Working with a GW Middle School teacher on working with her students and poetry
7. Setting up for Sexual Assault Awareness Month Poetry Slam (with Ashley Blow of Alexandria Sexual Assault Center)
8. Collaboration with Silvia Hendi of CCP for a reading of one of my poems combined with her dance and another artists music. For April 1
9. Reading a poem that a senior dance group will be performing to on May 6. (with Janet Storm)

## **March 2017**

1. Met with Janet Storm re: dance and poetry performance (3/8/17)
2. Rehearsals with CCP (3/9 and 3/26 and 3/31)
3. Met with Sara Lavan re: poetry and dance collaboration (3/16)

## **April 2017**

1. Performed with CCP poetry and dance (4/1/17)
2. Met with a committee from ACPS to judge poems for Poetry In the Schools Contest (4/5/17)
3. DASHing Words In Motion reading at City Hall for the DASH Board (4/12/17)
4. Poetry Reading and judging at Busboys and Poets for Sexual Assault Awareness Month (4/18/17)
5. Reading at Minnie Howard at the Poetry Café (4/21/17)
6. Poetry Month and DASHing Words reading and gathering at the Durant Arts Center (4/21/17)
7. Poetry reading and award presentation to the Elementary Poet Laureate for Poetry in the Schools (4/26/17)
8. Poetry reading and gathering at the Athenaeum called "Generating Hope" (4/27/17)
9. Alexandria Earth Day Celebration/poetry reading (4/29/17)
10. Column in Alexandria Gazette/"Poetry Month Blooms In Alexandria" (4/20/17)  
<http://connectionarchives.com/PDF/2017/041917/Alexandria.pdf>

### May 2017

1. Practice with Senior Dance and Poetry performance/Janet Storm ((5/1/17)
2. Meet with Neal Learner re: *The first Great Del Ray Poetry Slam* (5/4/17)
3. Read poetry and performed in collaboration with dancers: "Finding Us Here: Life in Dance, Poetry, and Music" at St. Aidans Episcopal Church (5/6/17)
4. "Honoring Mothers with Poetry" gathering and reading at Durant Arts Center (5/12/17)

### June 2017

1. Practice with Sara Lavan and her 4th grade dancers/poem and dance (6/10/17)
2. Dance/Poetry Performance with Sara Lavan and her troupe. (6/11/17)
3. Column in Alexandria Gazette/"A New Poetic Voice" (6/14/17)  
<http://connectionarchives.com/PDF/2017/061417/Alexandria.pdf>
4. Column in Alexandria Gazette/"The Great Del Ray Poetry Slam" (6/21/17)  
<http://connectionarchives.com/PDF/2017/062117/Alexandria.pdf>
5. Poetry Reading at the Durant Arts Center/*Voices of Love and Hope: Building Bridges With Poetry*. Wendi R. Kaplan and Joy Roulier Sawyer (6/23/17)
6. The First Great Del Ray Poetry Slam at FireFlies Restaurant (6/24/17)

### July 2017

1. 1. talk and planning collaboration with Janet Storm and CCP (7/6/17)
2. Alexandria Birthday/Poetry Performance with the Rev. Dr. David Schulz (7/8/17)
3. Joined poet KaNikki Jakarta/poetry writing (7/15/17)

### September 2017

1. Read poetry at a celebration for a local psychotherapist (9/8/17)
2. Joined some Palestinian and Arab women writers to share writing and stories/building bridges: 9/17/17)
3. Practice with CCP for another dance/poetry collaboration (9/21/17)
4. Banned Books Read-Out! (I read poetry: Gwendolyn Brooks and Shel Silverstein) Athenaeum. 9/26/17.
5. Silent Witness Alexandria Candlelight Vigil and Memorial Program. Market Square. Raising awareness of Domestic Violence and those killed by domestic violence. Read a poem written for the event. 9/28/17.
6. Judged poetry for the Alexandria Library, "Love of Country" competition.

### **October 2017**

1. Met with Cheryl Anne about poet laureate ideas (10/5/17)
2. Performed with CCP at Immanuel Episcopal Church (10/7/17)
3. Read poems about building bridges and domestic violence at a reading at the Athenaeum called "Awareness" (10/8/17)
4. Evening of Live Poetry at Fireflies Restaurant with "Community" theme (10/13/17)
5. Met with Susan Drachsler with Friends of the Alexandria Mental Health Center about poetry and mental health issues (10/17/17)

### **November 2017**

### **December 2017**

1. Evening of Live Poetry at Fireflies Restaurant : Honoring the Light and Dark! (12/8/17).
2. Reflections Judging (12/4/17).

### **January 2018**

1. Poetry Reading at St. Elmo's Café. 1/17/18
2. 1/19/18?

### **February 2018**

1. Dash Bus Poetry Meeting 2/12/18.
2. Dance/Poetry rehearsal 2/17/18. (CCP)

### **March 2018**

1. Poetry Reading at St. Elmo's Café. 3/9/18.
2. Meeting with Cheryl Anne Colton. 3/12/18.

### **April 2018**

1. Poetry Reading at First Thursday in Del Ray/Hats! 4/5/18.
2. Poetry Reading at the Athenaeum. 4/5/18.
3. Poetry Reading at Duncan Library with Renee Adams. 4/7/18.
4. Poetry Workshop with Palestinian poets. 4/7/18.
5. CCP/rehearsal. 4/8/18.
6. Poetry Reading at St. Elmo's Café. 4/13/18.
7. Gathering of Poets: Beatley Library. 4/14/18.
8. CCP Performance. 4/14/18.
9. Poetry Reading for Sexual Assault Awareness. Metro Stage. 4/17/18.
10. Poetry Month Reading. Durant Center. 4/20/18.
11. Poem In Your Pocket Day! Reading. 4/24/18.
12. Elementary Poet Laureate. 4/25/18.

### **May 2018**

1. Poetry Reading at St. Elmo's Café. 5/11/18.
2. Poetry and Tea: Mother's Day poetry reading. 5/12/18.
3. Poetry workshop: Building Bridges. Durant Center. 5/14/18.
4. Poetry Workshop: Diversity. Durant Center. 5/21/18.

### **June 2018**

1. Meeting with Jane Collins/Heard. 6/4/18.
2. Poetry: Celebrating Pride and Diversity. Durant Center. 6/8/18.
3. Poetry Reading at St. Elmo's Café. 6/15/18.

### **July 2018**

1. Poetry Reading for Alexandria's Birthday! 7/7/18.
2. Poetry Café: a special summer reading at St. Elmo's Café. 7/8/18.

### **September 2018**

1. Barnes and Noble. Poetry Reading. 9/4/18
2. 9/9/18
3. Meeting with Cheryl Anne Colton. 9/11/18.
4. Poetry Workshop: Building Cultural Bridges. Durant Center. 9/17/18
5. Meeting with Jane Collins/Heard.
6. Poetry Reading at St. Elmo's Café. 9/21/18.
7. Writing Workshop with KaNikki Jakarta 9/22/18.
8. Banned Books Reading at Athenaeum. 9/24/18
9. Teen Poetry Workshop with Victoria Rodriguez. Duncan Library. 9/29/18.
10. Poetry Reading at a private home 9/29/18.

### **October 2018**

1. Meeting with Cheryl Anne Colton. 10/3/18.
2. Guest House/Heard 10/4/18
3. Guest House/Heard 10/11/18
4. Del Ray Poetry Reading at St. Elmo's Café. 10/12/18
5. Poetry Workshop with Teens/Falling Into Poetry Project/Teens with Victoria Rodriguez. Duncan Library. 10/13/18.
6. Poetry Workshop: Building Cultural Bridges. Durant Center. 10/15/18
7. Guest House/Heard 10/18/18

### **November 2018**

1. Poetry Workshop: Building Cultural Bridges. Durant Center. 11/5/18
2. Palestinian Poetry Workshop
3. Del Ray Poetry Reading: Eco-Justice. St. Elmo's Café. 11/16/18

### **December 2018**

1. Poetry workshop: Building Cultural Bridges. Durant Center (12/3/18)
2. Guest House/Heard: Poetry: Finding Hope in the Dark (part 1) 12/4/18
3. Fall Into Poetry Meeting/ Durant Center 12/12/18
4. Guest House/Heard: Poetry: Finding Hope in the Dark. 12/13/18
5. Del Ray Poetry Reading at St. Elmo's. 12/14/18
6. Falling Into Poetry/Teens Presentation. Durant Center. 12/17/18

### **January 2019**

1. Meeting with Cheryl Anne Colton (1/7/19)
2. Reading at Busboys and Poets (1/7/19)
3. St. Elmo's poetry reading. I was the featured poet. (1/25/19)
4. Poetry Workshop on bridges and diversity at Emanuel Episcopal Church/Russell Road. (1/27/19).
5. Poet Laureate Selection Committee Meeting (1/28/19).

### **February 2019**

1. St. Elmo's poetry reading. (2/8/19).
2. PL Interviews (2/11/19).
3. Celebration for Building Bridges and Creating Community at the Durant Center (2/15/19).


### **In the Works!**

1. PL Interviews continuing (2/28/19)
2. Poetry at the Guest House (March 7,14, 21 and 29 2019).
3. St. Elmo's poetry reading (3/8/19).
4. Elementary School poetry judging (3/18/19) and reading (4/24/19)
5. Reading at the Athenaeum with a Swiss Writer about the Holocaust, Using Words and Bridging cultures and lessons. (4/18/19).
6. Alexandria Earth Day: April 27, 2019/Reading

# City of Alexandria, Virginia

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## MEMORANDUM

**DATE:** MARCH 15, 2019  
**TO:** ALEXANDRIA COMMISSION FOR THE ARTS   
**FROM:** DIANE RUGGIERO, DEPUTY DIRECTOR, RECREATION, PARKS & CULTURAL ACTIVITIES, OFFICE OF THE ARTS  
**RE:** WATERFRONT PARK PUBLIC ART FOR 2020 AND 2021 – ARTIST SELECTION

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### **Background:**

The City of Alexandria Office of the Arts is working with Via Partnership to manage the selection of artists for Sight/See: New Views in Old Town – the public art project Waterfront Park where the city’s historic main street meets the riverfront, in the shadow of Washington D.C.’s monumental core.

The Project Task Force is: Allison Nance, Suzie Cohen, Claire Mouledoux, Clint Mansell, Tony Gammon, and Jack Browand.

In February, the Public Art Task Force interview (via conference call and web meeting) artists Olalekan Jeyifous and Mark Reigelman to review their qualifications to be considered for the creation of an original, temporary artwork Site/See 2020. Each of the artists provided a new letter of interest and conducted a 10-15 minute presentation and participated in a Q&A with the task force.

### **Discussion**

After a thorough conversation and portfolio review, the Task Force recommends that [Olalekan Jeyifous](#) be invited for Site/See 2020 and that [Mark Reigelman](#) be invited for Site/See 2021.

### **Recommendations**

The Task Force recommends that Olalekan Jeyifous be invited for Site/See 2020 and that Mark Reigelman be invited for Site/See 2021.

### **Attachments**

Approved Project Plan  
Letter of Interest - Olalekan Jeyifous  
Letter of Interest – Mark Reigelman

Dear Artist Selection Committee,

I am pleased to submit this Letter of Interest for the *Sight/See 2020* series at the King Street Waterfront Park in Alexandria, VA. My architecturally-inspired, public art practice explores the culture, technologies, fictions, histories and futures of cities and community spaces in both whimsical and insightful ways. This opportunity is of particular interest to me given the possibility of applying my unique artistic language to a waterfront park that will closely serve a diverse community, exemplify a range of important cultural, artistic, and professional values, and boasts a unique history.

My work has been exhibited in venues such as the Studio Museum in Harlem, the MoMA, the Vitra Design Museum, the High Museum of Art, as well as the Guggenheim in Bilbao, Spain. I have also received a number of commendations such as fellowships from the New York Foundation of the Arts, Socrates Sculpture Park, The Drawing Center, the MacDowell Colony, and grants from the New York State Council on the Arts and the Brooklyn Arts Council.

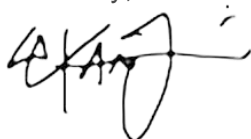
In addition to my extensive exhibition history, I have over a decade of experience in creating commissioned artwork for public agencies as well as private, governmental and institutional clients. I have created award-winning installations for Starbucks located in the Barclays Arena in Brooklyn, and their Flagship store in Chicago's Gold Coast neighborhood. I have also completed large-scale public murals for the Opa-Locka Community Development Corporation, a 50ft-tall sculpture for the 2017 Coachella Valley Music and Arts Festival and an interactive installation for "Public Square" in Cleveland, OH. My recently completed commissions include a large banner wrap in Durham, NC as part of their SmART Vision plan to revitalize the downtown area and a series of 30 glass murals that will be installed this Spring as part of a commission with the New York City Metropolitan Transit Authority [MTA] in Brooklyn, NY. In each of these projects I carefully mined specific cultural, historical, ecological and/or the architectural vernacular of the immediate site and surrounding environs in order to then distill these investigations/observations into bold, vivid, and engaging public installations in a variety of media.

For this particular project I plan on taking this same approach to the Waterfront and Alexandria's Old Town to create a large functional/interactive sculpture constructed of powder-coated waterjet cut aluminum or steel; both highly durable materials that are easily maintained and able to be utilized as both permanent and temporary installations. I believe a colorful, playful, interactive and/or kinetic installation that reflects the site and community's unique history could be beautifully fitting.

Having created artwork in venues throughout the U.S at a variety of scales, I have come to prioritize public engagement and consideration for the local environment as central to the work I produce. As a trained architect, I understand the need for striking a balance between meeting the client's goals, being able to communicate with all parties, remaining flexible to adjustments in scope, while reflecting the communities being served and demonstrating my unique artistic aesthetic

I have a keen sense of myself as an artist and the process of public art making as a humble and noble endeavor, and I appreciate the opportunity to submit this letter your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Olalekan Jeyifous', with a stylized flourish at the end.

Olalekan Jeyifous

# MARK REIGELMAN.

Letter of Interest:

My work reevaluates the everyday, reinvigorates gathering spaces, and challenges typical urban conditions. These interventions attempt to reorient one's perception and inspire a renewed collective consciousness. By favoring the process of research and exploration I have a unique body of work poised between abstraction and literal representation, guided by a clear conceptual foundation and flawless synthesis within public space. This approach to site-specificity and the urban environment results in dramatic and visually compelling works of art.

Having recently finished a large-scale public art project at a waterfront park, I understand the difficulty and reward of high-quality and engaging installations in busy waterfront environments. Between tourists and locals, the waterfront experiences range widely, and public art has an opportunity to connect to each passerby in a way that amplifies their engagement and experience with the site. To maximize the impact of this experience I try to create works that encourages exploration while harmonizing with the environment in a way that is effortless and striking. To achieve this level of integration and site-specificity my process begins with meticulous research and documentation of that location; I analyze human interaction, geographic features, and civic history to reflect on ways the public interacts with their surroundings. I dissect and reorganize this information to create a conceptual map that guides the scale, location, materials, color, techniques, processes, and duration of the work. The intent is to visually communicate a narrative that reshapes aspects of a specific environment to maximize visitor engagement and interaction.

I was also drawn to this exhibition because of the inherent characteristics offered by temporary public works. Temporary installations offer a more unstifled creative atmosphere as many of the logistical restraints for permanent works are removed. For example, traditional public art methods and materials like welded steel and cast concrete can be exchanged for atypical options like woven fabric, carved wood and cast glass. Permanent works also necessitate an enduring artistic statement while temporary works allow for exploration of concepts and narratives that reflect current topics and conversations. Aside from these unique artistic opportunities there are plenty of social benefits. The ephemerality of temporary works tends to attract and encourage visitors to more regularly explore the civic spaces, expose pedestrians to a wide range of contemporary artists and creative outputs, and reinforcing the area's reputation as an art destination.

As a site-specific artist, site research plays a crucial role in my conceptual development as enriched experiences of a site's past, present and future are the crux of my design philosophy. Alexandria's rich history in Old Town and geographic importance are what interests me most about the Waterfront Park project and the endless opportunities they present. It's relevance in the Civil War, the region's glass production in the turn of the 20<sup>th</sup> century, the adjacent Torpedo Factory production and storage of munitions, and the areas connection to the first president, George Washington, all provide interesting fodder for creative exploration.

My education and training within the disciplines of Sculpture and Industrial Design and my professional experience in collaborative and multi-disciplinary projects highlights my abilities and strengths as a public artist. The artwork submitted as part of this application further exemplifies the professionalism, mastery and excellence I bring to every permanent or temporary installation. I would be pleased for the opportunity to inject my passion and vision into the public spaces of Alexandria and King Street Waterfront Park.

Thank you for your consideration. I look forward to *New Views in Old Town*.

Sincerely,

A handwritten signature in black ink, consisting of a stylized, cursive 'M' followed by a horizontal line that ends in a small dot.

Mark A. Reigelman II

Motion made by:	Motion seconded by:	Vote count
Alexandra Barrett	Julie M	Yes— 19 No— 0 Abstained— 0

**ACA Motion**

Agenda Item #: VI. 4

Motion:

Motion to approve artist Olalekan Jeyifous for ~~Site~~ Site/See 2020 and artist Mark Reigelman for Site/See 2021.

Discussion notes:  
 (continue on other side of page if necessary)

Motion made by:	Motion seconded by:	Vote count
Catherine	Suzie	Yes— 14 No— Abstained—

**ACA Motion**

Agenda Item #:

Motion:

Motion to appoint Julie Montross and  
Caroline Schreiber to the Grants Task  
Force w/ Allison Meek as alternate.

Discussion notes:

(continue on other side of page if necessary)

# City of Alexandria, Virginia

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## MEMORANDUM

**DATE:** MARCH 15, 2019  
**TO:** ALEXANDRIA COMMISSION FOR THE ARTS   
**FROM:** DIANE RUGGIERO, DEPUTY DIRECTOR, RECREATION, PARKS & CULTURAL ACTIVITIES, OFFICE OF THE ARTS  
**RE:** PUBLIC ART ANNUAL WORKPLAN TASK FORCE APPOINTMENT

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### **Background:**

Per the Public Art Implementation Plan:

*Each year, the Public Art Program will adopt an Annual Workplan. The Workplan outlines which new projects the program will initiate, indicating where the projects are located, and what the proposed budgets will be. The Workplan takes a multiyear view, in that it indicates which projects are being carried over from previous year, and identifies three years into the future what goals and projects should be considered, even though future-year projections are subject to change. This three-year projection would mirror the City's internal "business plan" process.*

*The Workplan is prepared by staff in collaboration with a Workplan Task Force, reviewed by the Commission for the Arts, and approved by City Council as part of the budget process. The process of developing, approving and implementing the Workplan is analogous to basic approach to approving and implementing other components of the City's Capital Improvement Program.*

*Meetings of the Annual Workplan Task Force and the Commission for the Arts at which the workplans are reviewed and recommended for inclusion in the City's Capital Budget are open to the public and to public comment.*

*Prior to the convening of the Task Force, the Public Art Program should hold an annual open house at which recently completed projects and projects in development are presented in an informal manner, and during which members of the community can discuss their own ideas and priorities for public art.*

### **Roles & Responsibilities:**

*The Commission for the Arts will form an Annual Workplan Task Force that convenes for a limited time each year to collaborate with the staff on the development of the Public Art Program's Annual Workplan.*

*The Task Force should consist of seven members. Up to two members should be drawn from the Commission for the Arts, including a member of the Commission's executive committee; at least three members shall have professional expertise in visual art as a visual artist, arts administrator or curator; and at least one member should have professional expertise in a field of environmental design, such as urban design, city planning, architecture or landscape architecture. To the extent possible, members should be drawn from all geographic areas of the city. In order to achieve the proper balance of skill sets with a limited number of members, some Task Force members may be counted in more than one category.*

*The Office for the Arts will develop an application process and the Commission for the Arts will select Task Force members from the pool of qualified applicants. Members of the Task Force will serve until that year's Workplan is complete, and must reapply and be reappointed to serve on a future Workplan Task Force. The Commission may remove a Task Force member who fails to participate in the Task Force's work.*

*The Task Force will:*

- *Review and assess opportunities for public art projects in the coming year.*
- *Advise staff on priority projects for funding and staff resources in the upcoming fiscal year and on potential projects for the next two subsequent fiscal years*
- *Report to the Commission on its activities on a monthly basis*
- *Support the presentation of the Workplan to the Commission*

### **Discussion**

The Arts Commission will appoint two Commissioners to the Task Force. As additional members, the Office of the Arts proposes:

#### **Community Stakeholders**

##### **Mellenie Runion**

Mellenie is a member of the City of Alexandria's Beautification Commission and the owner of Truly-Life, an eco-friendly skin care and garden operated in Alexandria. Mellenie is also an experienced marketing, branding, and graphic design professional.

### **Staff Recommendation**

Staff recommends appointment of the above Community Stakeholder to the 2019 Public Art Annual Workplan Task Force.

Motion made by:	Motion seconded by:	Vote count
Allism Heck	Brian Kelley	Yes— 14 No— 0 Abstained—

**ACA Motion**

Agenda Item #:

Motion:

Motion to appoint Mellenie Runion to the Public Art Work Plan Task Force as a citizen member

Discussion notes:

(continue on other side of page if necessary)

Motion made by:	Motion seconded by:	Vote count
BETT COAST	SUSIE COTTON	Yes— 14 No— 0 Abstained— 0

**ACA Motion**

Agenda Item #:

Motion:

I MAKE A MOTION TO APPOINT JULIE MONTROSS AS THE CHAIR OF THE ARTS/ECOM COMMITTEE.

Discussion notes:

(continue on other side of page if necessary)

## OFFICE OF THE ARTS DIVISION SUMMARY

This summary is a brief narrative of activities and actions that have been taken since the previous Division Update. The Office of the Arts ACA Update is also shared with other Recreation, Parks & Cultural Activities commissions and staff and becomes part of the monthly minutes for the Arts Commission.

If you have any questions or require additional information/clarification please review the following section(s) of this report or contact the appropriate staff in the Office of the Arts.

### Highlights

- SAVE THE DATE: Simpson Park Ribbon Cutting, Saturday, March 23, 9am
- SAVE THE DATE: *Mirror Mirror* public reception Saturday, March 30, 2pm – 9pm (VIP Reception: Friday, March 29 6pm – 9pm by invitation)

### Public Art - Quick Update:

Public Art Project	Status
Artist Residency (AlexRenew)	Selecting the Artist
Burke Library	Setting Project Goals & Parameters
Trails & Paths	Setting Project Goals & Parameters
Waterfront Park 2019	Fabrication
Duke Street Tunnel (ZeroZero Collective)	Fabrication
Waterfront Park 2020	Selecting the Artist

### Staff Contact Info:

Diane Ruggiero  
 Deputy Director, RPCA  
 Director, Office of the Arts  
 diane.ruggiero@alexandriava.gov  
 703.746.5590

Matthew Harwood (commission liaison)  
 Public Art Manager  
 matthew.harwood@alexandriava.gov  
 703.746.5432

Cheryl Anne Colton  
 Regional Program Director, Cultural Resources  
 cherylanne.colton@alexandriava.gov  
 703.746.5565

Brett Johnson  
 Regional Program Director, Torpedo Factory Art  
 Center  
 brett.johnson@alexandriava.gov  
 703.746.4577

## **PUBLIC ART PROJECTS – PLANNING/DESIGN PHASE**

### Trails & Paths

**Lead Agency**

Office of the Arts

**Project Scope**

Develop a plan to implement public art along trails and paths in the city.

**Task Force Members**

Allison Heck

**Current Status (per project development process)**

Setting Project Goals & Parameters

**Update**

The consultant team is developing the draft of the plan and will coordinate a conference call to review the plan before presenting to the Commission in April.

**Next Steps**

The task force will review the final draft of the plan and then it will come to the Commission.

**Anticipated Completion**

Ongoing

### AlexRenew Public Art Residency

**Lead Agency**

Office of the Arts

**Project Scope**

Hire a curator/consultant to develop a public art artist in residency program with AlexRenew.

**Task Force Members**

Beth Coast, Chris Kurowski, Matthew Clark, Lisa Van Riper, Caitlin Feehan

**Current Status (per project development process)**

Setting Project Goals & Parameters

**Update**

The Task Force has completed their review and preliminary scoring and selected three finalists and an alternate. The finalists will visit Alexandria and tour AlexRenew in advance of providing a written statement/presentation.

**Next Steps**

Artist Finalists will visit in Spring 2019 and a final selection will be made shortly after.

**Anticipated Completion**

Round 1 – Fall, 2019

## Burke Library

**Lead Agency**

Office of the Arts

**Project Scope**

Outdoor public art at Burke Library.

**Task Force Members**

Catherine Barrett, Brian Kelley, library staff

**Current Status (per project development process)**

Setting Project Goals & Parameters

**Next Steps**

The Task Force met to finalize the project plan and discuss the artist selection process. The plan will be presented to the Arts Commission in March.

**Anticipated Completion**

Late 2019

**NEW PUBLIC ART  
COMING SOON**

[alexandriava.gov/publicart](http://alexandriava.gov/publicart)

  @alexartsoffice • #artsALX



The Office of the Arts is a Division of the Alexandria's Department of Recreation, Parks and Cultural Activities.

## New Waterfront Park, 2020

**Lead Agency**

Office of the Arts

**Project Scope**

Commission new, temporary, site specific public art for the new Waterfront Park at the foot of King Street

**Task Force Members**

Allison Nance, Susan Cohen, Claire Mouledoux, Clint Mansell, Jack Browand

**Current Status (per project development process)**

Selecting the Artist

**Next Steps**

The Task Force interviewed the top two artists from the first call to participate and made their recommendations which will be brought to the Arts Commission in March.

**Anticipated Completion**

March, 2020

## **PUBLIC ART PROJECTS – FABRICATION/CONSTRUCTION PHASE**

### Mirror Mirror at Waterfront Park

**Lead Agency**

Office of the Arts

**Project Scope**

Commission new, temporary, site specific public art for the new Waterfront Park at the foot of King Street.

**Task Force Members**

Allison Nance, Susan Cohen, Claire Mouldoux, Clint Mansell, Jack Browand

**Current Status (per project development process)**

Fabrication/Construction

**Update**

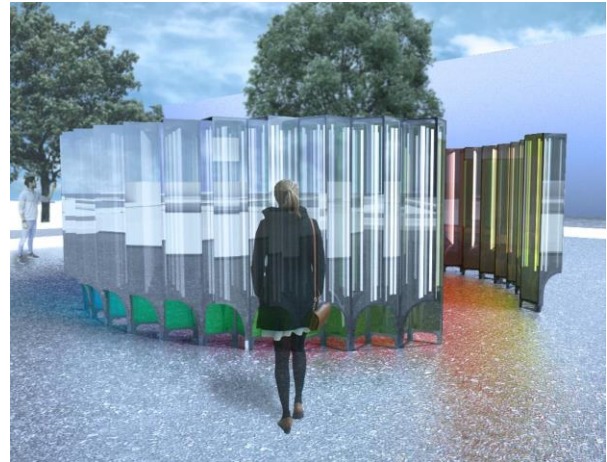
Media initiatives are being coordinated by the Office of the Arts with This by That, City Communications, and Visit Alexandria.

**Next Steps**

Installation will begin on March 18<sup>th</sup>.

**Anticipated Completion**

March, 2019



### Duke Street Tunnel

**Lead Agency**

Office of the Arts

**Project Scope**

Update artwork in the Duke Street Tunnel

**Task Force Members**

Betsy Hennigan, Gayle Converse, Katherine Carraway, Tamsin Green, Kim Barnes

**Current Status (per project development process)**

Fabrication

**Update**

ZeroZero Collective will begin fabrication and installation of the project in early 2019.

**Next Steps**

Staff will work with the artist on installations.

**Anticipated Completion**

Early 2019

## MISCELLANEOUS PROJECTS

### Potomac Yards Metro

**Lead Agency**

WMATA

**Project Scope**

Include public art in the new Potomac Yards metro station.

**Task Force Members**

N/A

**Next Steps**

WMATA will select their members for the public art jury.

**Anticipated Completion**

TBD

## Public Art Task Force Roster

### **Public Art Project Task Force**

The Commission for the Arts will form an ad hoc Public Art Project Task Force for each project that the Program undertakes. The ad hoc Task Force will convene on an as needed basis to advise on the development of each project.

The Task Force will: Advise Office of the Arts staff on the development of an Public Art Project Plans and recommend the Plan to the full Commission; Review artist portfolios and recommend selection of an artist to the full Commission; Report to the Commission on its activities on a monthly basis, and; Review artist concepts and recommend approval of concepts to the full Commission.

### **Artist Residency (AlexRenew)**

1. Beth Coast\*
2. Chris Kurowski\*
3. Matthew Clark (comm. stakeholder)
4. Alex Renew Staff (proj. stakeholder)

### **Art Purchase Award**

1. Allison Nance\*
2. Allison Heck\*
3. Maya Contreras (proj. stakeholder)
4. Joyce Frank (comm. stakeholder)
5. Nina Carpenter (comm. stakeholder)

### **Trails & Paths**

1. Allison Heck\*
2. TBD (proj. stakeholder)
3. TBD (proj. stakeholder)
4. TBD (comm. stakeholder)
5. TBD (comm. stakeholder)

### **Duke Street Tunnel**

1. Gayle Converse\*
2. Tamsin Green\*
3. Katherine Carraway (proj. stakeholder)
4. Betsy Hennigan (comm. stakeholder)
5. Kim Barnes (comm. stakeholder)

### **Burke Library**

1. Catherine Barrett\*
2. Brian Kelley\*
3. Kyle Maier (proj. Stakeholder)
4. Kathleen Schloeder (proj. stakeholder)
5. Shirley Downs (comm. stakeholder)
6. Renee Dipilato (ex-officio)

### **King St Park @ Waterfront**

1. Susie Cohen\*
2. Allison Nance\*
3. Jack Browand (proj. stakeholder)
4. Claire Mouledoux (comm. stakeholder)
5. Clint Mansell (comm. stakeholder)

### **Annual Workplan Task Force**

1. Marta Ali\*
2. Caroline Schreiber\*
3. Cara Smith (comm. stakeholder)
4. Lisa Baranello (comm. stakeholder)
5. Marie Plishka (comm. stakeholder)
6. Mellenie Runion (comm. stakeholder)\*\*

\*Arts Commissioner

\*\*Pending Approval

## Public Art Planning & Project Development Process

	DESCRIPTION
<b>Identifying the Project in the Annual Plan</b>	<ul style="list-style-type: none"> <li>Projects are identified in the Public Art Workplan, a document developed annually by the Office of the Arts with input from the Workplan Task Force. The Public Art Workplan is approved by the Arts Commission and by City Council.</li> </ul>
<b>Setting Project Goals and Parameters</b>	<ul style="list-style-type: none"> <li>Once a project has been initiated, the Arts Commission establishes a Public Art Project Task Force specifically for that project.</li> <li>Office of the Arts staff, with input from the Project Task Force, develops a Public Art Project Plan. This plan includes goals, location, timeline and budget; the artist selection process and community engagement process; and a list of internal and external stakeholders for the project.</li> <li>The Project Plan is approved by the Arts Commission.</li> </ul>
<b>Developing the Artist Pool</b>	<ul style="list-style-type: none"> <li>Based upon the approved Project Plan, the Office of the Arts develops a pool of artists and collects qualifications for the Project Task Force to review.</li> <li>The pool of artists can be collected through an open competition, pre-qualified artist list, curatorial process or invitational.</li> <li>Artist qualifications generally include a cover letter from the artist expressing their interest in the project, a resume, and examples from the artist's portfolio with a corresponding description of each project.</li> </ul>
<b>Selecting the Finalists</b>	<ul style="list-style-type: none"> <li>The Project Task Force reviews artist qualifications based on criteria outlined in the approved Project Plan.</li> <li>Depending on the process in the approved Project Plan, the Project Task Force can select a single artist based upon qualifications, or a small number of finalists (generally three to five).</li> </ul>
<b>Selecting the Artist</b>	<ul style="list-style-type: none"> <li>If finalists are selected, they may be: <ul style="list-style-type: none"> <li>Paid a stipend to develop a concept proposal and present that proposal to the Project Task Force.</li> <li>Interviewed by the Project Task Force.</li> <li>A combination of the above.</li> </ul> </li> <li>The Project Task Force recommends selection of an artist to the Arts Commission based upon the Concept Proposal and/or interview.</li> </ul>
<b>Approving the Contract</b>	<ul style="list-style-type: none"> <li>The Office of the Arts develops a contract agreement with the artist.</li> <li>The agreement is approved by the City Manager or City Council, depending on the size of the contract.</li> </ul>
<b>Approving the Concept Proposal</b>	<ul style="list-style-type: none"> <li>The selected artist develops a Concept Proposal, if that was not a part of the artist selection phase.</li> <li>The Office of the Arts facilitates community engagement conducted by the artist as part of their process of developing a Concept Proposal.</li> <li>The Project Task Force reviews the Concept Proposal and recommends it to the Arts Commission for approval.</li> </ul>
<b>Approving Final Design</b>	<ul style="list-style-type: none"> <li>The Office of Arts conducts a review of the final design documentation provided by the artist for both technical considerations and to ensure it is in conformity with the approved concept proposal.</li> <li>The Office of the Arts facilitates technical reviews by other City staff as required.</li> <li>The Office of the Arts signs off on the Final Design.</li> </ul>
<b>Fabrication</b>	<ul style="list-style-type: none"> <li>In most cases, the artist is responsible for fabrication. The Office of the Arts monitors fabrication to ensure it is on schedule and in conformity with the approved design.</li> <li>In some cases, the Office of the Arts will play a more direct role in overseeing the fabrication of artwork, with the artist acting in an advisory role.</li> </ul>
<b>Installation</b>	<ul style="list-style-type: none"> <li>The Office of the Arts works with the artist, relevant City Departments, and other stakeholders to schedule and facilitate installation.</li> </ul>

**ARTICLE K - Alexandria Commission for the Arts<sup>11</sup>**

• **Sec. 2-4-90 - Creation, composition and organization.**

(a) There is hereby established a standing commission known as the Alexandria Commission for the Arts.

(b) The commission shall consist of 16 members to be appointed by the city council. The composition of the commission shall be as follows:

- (1) four members shall have expertise in the arts, including, but not limited to, arts educators, professional practitioners of various art disciplines and professional administrators working in the arts;
- (2) three members shall have specific expertise in visual arts either as professional practitioners of visual art, curators of visual art, or as professional arts administrators currently working in the field;
- (3) three members shall represent the public at large, as arts consumers or participants;
- (4) three members shall be professionals in fields relevant to arts and cultural development, including cultural planning, marketing, finance, funding, tourism, promotion, non profit organizational development, and real estate development;
- (5) two members shall be professionals in the field related to the visual appearance of the cityscape, such as architecture, environmental design, landscape architecture or urban design; and
- (6) one member shall be a student who resides in the city and attends a high school located in the City of Alexandria.

(c) Members of the commission shall be appointed in the manner prescribed by article A of this chapter. The members shall serve for a term of three years, except in the case of an appointment to fill the unexpired portion of a term. (Ord. No. 3782, 2/25/95, Sec. 1; Ord. No. 4482, 5/12/07, Sec. 1; Ord. No. 4920, 1/24/15, Sec. 1)

• **Sec. 2-4-91 - Function; powers; duties.**

(a) The functions of the commission shall be as follows:

- (1) to advise city council with regard to policies that will strengthen the arts and further public access to the arts and cultural matters identified by the city council;
- (2) to establish and periodically review criteria and standards for arts grant applications for city funds and accountability for the use of such funds; the allocation from such funds to eligible organizations and activities as may be appropriated by the city council for such purpose;
- (3) to review the public art annual work plan as developed by the office of the arts and a work plan task force and make recommendations to the city council as part of the budget process;
- (4) to review and approve public art project plans for specific public art projects, and to review and approve artist selection and concept development;
- (5) to create committees and task forces, as necessary, to focus on public art project development and artist selection;
- (6) to review proposals for donations of public art and commemorative art and make recommendations to the city council;
- (7) to collaborate with the office of the art on public art project evaluations; and
- (8) to support public communication and outreach as related to the arts and;
- (9) to serve as citizen liaisons to city planning initiatives when public art is involved.

(b) The commission is empowered to adopt rules and regulations in regard to procedure and other matters so long as the same are not inconsistent with the city code, including, but not limited to, the establishment of committees, through which to carry on its functions and purpose.

(c) A commission chair, vice-chair and secretary shall be elected annually by the commission members at the organization meeting designated in the commission's bylaws. (Ord. No. 3782, 2/25/95, Sec. 1; Ord. No. 4482, 5/12/07, Sec. 1; Ord. No. 4920, 1/24/15, Sec. 1)

Motion made by:	Motion seconded by:	Vote count
CHRIS KURAWSKI	SHAAD SHUSTER	Yes— 14 No— 0 Abstained— 0

**ACA Motion**

Agenda Item #:

Motion:

APPROVE WRITING LETTER TO  
 CITY COUNCIL TO ACKNOWLEDGE / THANK FOR  
 THE FUNDING LEVELS PROVIDED TO THE  
 OFFICE OF THE ARTS IN THE CURRENT  
 BUDGET CYCLE

Discussion notes:

(continue on other side of page if necessary)

# Alexandria Commission for the Arts Value & Goal Exercise February 2019 Retreat

## Engage & Collaborate

In order to enhance Alexandria as an arts destination, we value collaboration and engagement, including all corners of the city, while expanding our outreach to the global arts community.

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## Inclusivity

Definition: intentional, ongoing effort to ensure that diverse individuals fully participate, including decision making.

Goal Statement: continue to broaden our understanding and implementation of inclusivity

Next step: form an inclusivity committee

Success looks like:

- ACA is exposed to diverse perspectives and backgrounds
- Be aware of what an inclusive mindset looks like
- Public art: expectation that access/inclusion/diversity is a part of all public art task forces
- Public art: be aware of demographic that will be exposed/benefit from the public art
- Grants: are grant criterias accurately asking and evaluating the organizations' inclusivity

Challenges:

- We don't have final say in selection of commissioners
- We don't always have a say in who applies for public art and grants

-----

## Innovative

Integrate art, technology, and the unique history of Alexandria to create a compelling experience. This year, focus on prioritizing this in the work plan.

Use the work plan process as a way to set the stage for integrating HAT into future projects

Art + technology + history = HAT!

- How to use current tech to create something new
- Messaging historical inspiration
- Engaging new demographics
- forward-thinking

Challenges:

Communication

Steps: discuss with staff; make this a priority in our projects; bring in the consultants involved in the work plan.

Success: we will have examples to point to.

-----

## Educate

Value description: Growing ourselves and our knowledge as leaders and artists and transferring that knowledge to our stakeholders (community and influencers and decision-makers)

Goal/Success Measure: The Commission will participate in at least one professional development (PD) activity this calendar year and develop an educational briefing that commissioners are comfortable giving to stakeholders

Challenges:

- Scheduling
- Commissioner comfort level with public presentations
- How to handle questions from stakeholders
- Time management
- Down selecting topics for a streamlined (5-6 slide) presentation

Additional Ideas discussed to further this specific goal or the Educate value more broadly:

- Timing is critical. If we engage Americans for the Arts (or other) to develop us further on grants, let's do so with the grant cycle in mind. This is a good example of the value of having the ACA calendar
- Consider field trips to enhance our knowledge as commissioners
- Educate ourselves on what RPCA priorities align to our goals
- Importance of council member connections
- Look for additional City activities that the Commission could become embedded in (e.g. Planning Commission) that impact ACA work. For example, when are Small Area Plans emerging and what does ACA need to do to ensure its role on the SAPs
- ACA briefings could be targeted at Civic Associations, Arts Alliance, Agenda Alexandria (previous example), City Council, City Manager
- Pursue opportunities with Business Associations through the Creative Partnership Grant
- Training/education opportunities with the Office of the Arts should be considered, better understood