

**MINUTES OF DIMONDALE ARTS COMMISSION  
REGULAR MEETING**

**136 N. Bridge Street, Dimondale, MI 48821**

July 19, 2021

James P. Gallagher, Clerk

7:05 p.m. Regular meeting called to order by Chairperson Gnass.

**Roll call** Present: Conn, Gnass, Novasel, Pohl, Swart, Viele

Absent: McMahon

Also present: James Gallagher, Village Manager; Meghan Martin, Executive Director of the Arts Council of Greater Lansing; Denise Parisian, RTF member; and Betsy Kelly, Recording Secretary.

**Approval of Agenda**

Gnass suggested that the order of business be rearranged for the efficient use of Ms. Martins' time. Motion by Gnass, second Pohl, to approve the July 19, 2021 agenda as amended.

Motion carried.

**Public Session**

No public comments were received.

**Business Session**

1. Gnass welcomed Meghan Martin, Executive Director of the Arts Council of Greater Lansing, to answer questions on the acquisition of public art. Discussion followed regarding membership to the Arts Council; best practices for RFPQ and applications; establishing a system for submissions to maintain integrity of the process; potential volume of submissions; providing a stipend for finalists; securing additional sponsorships for infrastructure related to the art installation; providing direction to artists; availability of sample contracts; and timeline establishment. The group thanked Martin for her attendance.

2. Gnass initiated discussion on the draft Request for Proposal (RFP) for the pocket park and suggested revising it to a Request for Qualifications (RFQ) to incorporate more elements. Members decided on the following amendments: clarity of purpose to reflect the history of Dimondale, incorporating the river as a heritage component; maximum height of eight-feet; limiting portfolios to 3-5 photos; project budget of \$8,500 allowing \$500 stipends for three finalists; and provision of foundation by outside donor. The following timeline was suggested for moving forward: call for project officially posted August 2, 2021; RFQ due September 13, 2021; determine selections at September 20, 2021 meeting; notify finalists by September 27, 2021; renderings due by 5:00 p.m., November 12, 2021; recommendation to Village Council December 13, 2021. Discussion followed regarding in person submissions and meeting the artists, an April 2022 installation and future agenda items.

3. Motion by Novasel, second Viele, to approve the June 21, 2021 minutes as presented.

Motion carried.

With no additional business, Gnass adjourned the meeting at 9:02 p.m.

