

Meeting Summary Minutes

March 14, 2023
5:45 p.m. to 7:15 p.m.
Zoom Meeting

For more information on how to join, visit:

<https://durhamnc.gov/453/Public-Art-Committee>

Committee Members Present

Mya Castillo-Marte, Chair	Laura Ritchie
Jaime Chaves	JP Trostle
Doreen Jakob	Myra Weise
Christina Perkins	Ann King

Committee Members Absent

Molly Matlock, Vice-Chair (excused)
Abijah Gattis
Patricia Harris
Nicole Oxendine
Shante Stewart

City, County, and Guests Present

Rebecca Brown, City of Durham
Annette Smith, City of Durham
Stephanie Minor, City of Durham
Brenda Hayes-Bright, Durham County

- I. **Call to Order and Guest Introductions**
 - a. The meeting was called to order at 5:50 p.m. by Chair Mya Castillo-Marte.
- II. **Approval of February Meeting Minutes.**
 - a. **MOTION:** To approve the minutes from February 14, 2023 meeting. (Ritchie, Trostle 2nd).
 - b. **ACTION:** Approved. (8-0).
- III. **Adjustments to the Agenda**
 - a. The month listed at the top of the agenda will be changed from February to March.
- IV. **Announcements**
 - a. The Cultural & Public Art Program launched a monthly newsletter. Public Art Committee members are encouraged to share news and upcoming events as they align with the Core Values and policies of the City with staff to include in the newsletter. The link to subscribe to the newsletter is here: <https://durhamnc.us21.list->

[manage.com/subscribe?u=e37a443a4b800f3fd6907ccc9&id=ab75d82b26](https://www.durhamnc.gov/4428/Fire-EMS-Station-18)

- b. The artist team selected for the newly constructed Fire & EMS Station 18 public art project, Katy Clune and Julia Gatrell, are seeking a paid mentee (apprentice) to assist with producing their public history project. Duties will include assisting with historical research, documentation, photography, interviews, and with preparing content for City websites. Applications are due March 17, 2023. To learn more about the project, the link to the City website page is here: <https://www.durhamnc.gov/4428/Fire-EMS-Station-18>

V. Old Business

- a. Governance Updates
 - i. The Durham Cultural Advisory Board (DCAB) Student Member, Public Art Committee (PAC) Student Member, and Public Art Committee (PAC) Member applications are now open. The Public Art Committee has two vacancies, and three student vacancies. Applications are due March 27, 2023. The application portal can be found on the City websites here:
 - 1. DCAB Student Member: <https://www.durhamnc.gov/452/Durham-Cultural-Advisory-Board>
 - 2. PAC Member & PAC Student Member: <https://www.durhamnc.gov/453/Public-Art-Committee>
- b. Cultural Roadmap (CRM) Updates & Cultural Roadmap Planning Group (CRPG) Updates
 - i. The City is in the contracting phase with AMS Planning & Research, the recommended consultant for the Cultural Roadmap; the Cultural Roadmap Planning Group's March meeting was cancelled for this reason. City Council will be responsible for reviewing and approving the contract.
 - ii. The Cultural Roadmap Planning Group Members are listed on the City's website here: <https://www.durhamnc.gov/451/About-the-Cultural-Roadmap>
- c. County Public Art Program Updates
 - i. County Staff Brenda Hayes-Bright shares the open job opportunity for Public Art Coordinator (Provisional); the full job description and details are available on the County's website here: <https://careers.dconnc.gov/job/Durham-PUBLIC-ART-COORDINATOR-%28PROVISIONAL%29-40010525-NC-27701/997459500/#:~:text=Assists%20in%20developing%20and%20maintaining,the%20County's%20Public%20Art%20Program.>

VI. New Business

- a. **Goals and Task Forces Updates**
 - i. Review of Task Force next steps and Task Force meetings:
 - 1. Goal One: Support the Durham Cultural Advisory Board's planning process for the Cultural Roadmap.
 - a. Task Force members:
 - I. Jaime Chaves
 - II. Doreen Jakob
 - III. Laura Ritchie
 - IV. Myra Weise
 - V. Staff support: Annette Smith
 - b. Top three actionable steps:
 - I. Assist the Cultural Roadmap Planning Group (CRPG) with recruiting the Creative Community Partner.
 - II. Craft a plan to ensure human and geographic equity.
 - III. Support the input and output of local artist engagement.
 - c. The Task Force met on February 28, 2023 at 5:30 p.m. via Zoom. Ritchie shares updates from the Task Force meeting. The Task Force members will attend CRPG meetings, including the first meeting with the consultant, AMS Planning &

Research, once they are under contract. The members will support the creation of the RFQ for the Creative Community Partner, a subcontractor of the consultant. Additionally, the members will help with marketing and sharing the opportunity with their artist networks. City Staff member Smith states that the existing contact lists held by the City will be utilized to share this opportunity.

- d. The Task Force will meet again on March 21, 2023 at 5:45 p.m. via Zoom. The members will focus on fine-tuning their strategy for spreading the word about the Creative Community Partner opportunity, and developing a graphic for social media.
2. Goal Two: Review and recommend training opportunities based on the results of the Capacity Building Survey and input from the Public Art Committee members. Identify capacity building solutions for local artists. Develop mentor and mentee guidelines/opportunities and other artist resources to address local artists' needs.
- a. Task Force members:
 - I. Mya Castillo-Marté
 - II. JP Trostle
 - III. Christina Perkins
 - IV. Molly Matlock
 - V. Myra Weise
 - b. Top three actionable, proposed steps:
 - I. Develop a peer-to-peer mentor program through office hours; provide compensation for experienced public artists to provide support to emerging artists.
 - II. Continuing to gather input from artists across the community; partner with Triangle Artworks to develop a workshop series and prepare a formal proposal for the City's review.
 - III. Find creative ways to promote the work of the Public Art Committee and extend its reach.
 - c. The Task Force met on February 19, 2023 at 2 p.m. via Zoom. Castillo-Marté shares updates from this meeting, including their idea to facilitate a speaker series alongside Triangle Art Works. The members are interested in exploring new branches of the existing Pre-Qualified Artist Registry that would connect mentees with artists, and finding a new way to connect developers and representatives of private entities with local artists. The Task Force hopes to review the Pre-Qualified Artist Registry and contact the artists on the registry. The goal of this Task Force is to develop a proposal to request funding for a workshop series with City partner Triangle Art Works. Staff suggests the Task Force connects with Margaret DeMott with the Durham Arts Council to inquire about their existing program that connects local artists with local businesses. Staff recommends adding a new field in the existing Pre-Qualified Artist application for artists 18 and older to express their interest in mentee opportunities; Trostle suggests adding an additional field to the application for experienced artists to express their interest in becoming a mentor to less experienced artists.
 - d. The Task Force plans to reach out to Margaret DeMott and

invite her to their next meeting; the date and time for their next meeting has not yet been determined.

3. Goal Three: The Public Art Committee will develop the skills needed to assess, identify and address where implicit and explicit bias may impact or affect arts and culture in Durham, in order to develop a set of best practices for public art with a focus on anti-racism, community accountability and equity, and to uplift intergenerational, gender diverse, racially diverse, and LGBTQIA+ artists.
 - a. Task Force members:
 - I. Patricia Harris
 - II. Nicole Oxendine
 - III. Ann King
 - b. Top three actionable steps:
 - I. Internal committee bias discussion and trainings.
 - II. Review of the artist selection process to include questions that address bias.
 - III. Demographic review of the artists who have received funding; address any gaps.
 - c. The Task Force did not have a chance to meet, but hopes to meet some time towards the end of March. King welcomes additional members to this Task Force.
4. The Public Art Committee members will adopt the three goals, as listed above, for Calendar Year 2023.
5. **MOTION:** To adopt the following three goals for the following calendar year, March, 2023 to March, 2024.
 - I. Goal One: Support the Durham Cultural Advisory Board's planning process for the Cultural Roadmap.
 - II. Goal Two: Review and recommend training opportunities based on the results of the Capacity Building Survey and input from the Public Art Committee members. Identify capacity building solutions for local artists. Develop mentor and mentee guidelines/opportunities and other artist resources to address local artists' needs.
 - III. The Public Art Committee will develop the skills needed to assess, identify and address where implicit and explicit bias may impact or affect arts and culture in Durham, in order to develop a set of best practices for public art with a focus on anti-racism, community accountability and equity, and to uplift intergenerational, gender diverse, racially diverse, and LGBTQIA+ artists. (Castillo-Marte, Weise 2nd).

b. ACTION: Approved. (8-0).

b. Calendar of Meetings and Topics

- i. Castillo-Marte introduces a 2023 calendar of monthly meeting topics and tasks that will help forecast and schedule regular business, design reviews, UDO presentations, and new member review; the calendar will allow Task Forces to schedule updates.

c. Other thoughts and suggestions from PAC members

- i. Printed materials, such as posters and postcards, could be helpful with future recruitment efforts.
- ii. Jakob suggests partnering with Durham Public Schools on a project during the

Growing Together redistricting transition. More information on Growing Together here: <https://engage.dpsnc.net/growing-together-regions-programs-and-boundaries>

VII. **Updates/Old Business**

- a. None.

VIII. **Public Questions**

- a. No questions were submitted by the public.

IX. **Adjournment**

- a. Final Thoughts and other reminders by Chair.
- b. The next meeting will be held on **Tuesday, April 11th from 5:45 p.m. – 7:15 p.m.**
- c. The meeting was adjourned by Castillo-Marte at 6:45 p.m.

Durham County Public Art Program:

<https://www.dconc.gov/county-departments/departments-a-e/engineering-and-environmental-services/durham-county-public-art-program>

City of Durham Cultural & Public Art Program:

<https://www.durhamnc.gov/450/Cultural-Public-Art-Development>

Durham Cultural Advisory Board Agenda Center:

<https://www.durhamnc.gov/AgendaCenter/Cultural-Advisory-Board-6>

Respectively submitted,

Stephanie Minor