



City Arts & Culture Commission
Monday, August 15, 2022 at 6:30 p.m.
Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT
Special Meeting Agenda

- 1. Call to order**
 - a. Attendance
- 2. Acceptance of meeting minutes**
 - a. July 6, 2022 Regular Meeting Minutes
Documents: Attachment A (Pgs. 2-3)
- 3. Public participation**
- 4. Arts & Culture Supervisor's Report**
 - a. Commissioner Buonafede's Resignation
 - b. Overview of Commission Meeting Rules
 - c. Programming Updates
 - b. Financial Review
Documents: Attachment B (Pg. 4)
 - c. Project Database
Documents: Attachment C (Pgs. 5-6)
- 5. Old Business**
 - a. Marketing Materials/Commission Marketing
 - b. Wildflowers Mural – Corey Payne Sealant
 - c. Art Box Removal
 - d. Hispanic Heritage Month – Orquesta La Yunqueña
 - e. Sculpture
 - i. Prefab Hearts
 - f. By Commissioners
- 6. New Business**
 - a. By Commissioners
- 7. Committee Reports**
 - a. City Council Liaison updates
 - b. Cultural District Advisory Subcommittee updates
 - i. Tour held 8/15/2022
 - c. Duck Race Transition Task Force updates
 - i. Partners have committed to 1,000 ticket sales (\$3k for Commission)
- 8. Adjourn**

Respectfully submitted,
Jazzya Coakley
Recording Secretary
City Arts & Culture Commission



City Arts & Culture Commission
Wednesday, July 6, 2022 at 6:30 p.m.
Youth & Community Services – 51 High Street, Bristol CT
Regular Meeting Minutes

1. Call to order

- a. Arts & Culture Supervisor Imholte called the meeting to order at 6:29 p.m.
- b. Attendance

Present: Walter Lewandoski, Chair
Andrea Adams, Commissioner
April Dews, Commissioner
Tiffany Howe, Commissioner
Julie Norton, Commissioner
Cheryl Thibeault, City Council Liaison

Lauren Imholte, Arts & Culture Supervisor

Absent: Kim Villanti, Vice Chair
Sam Buonafede, Commissioner

- c. Arts & Culture Supervisor Imholte welcomed Commissioner Tiffany Howe, introductions were made.

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Adams to accept the June 1, 2022 Regular Meeting Minutes.
Seconded by: Commissioner Dews, all in favor; motion carried.

3. Public participation: None.

4. Chair Vote

- i. Commissioner Dews withdrew her nomination for Chair.
- ii. **MOTION:** Made by Commissioner Adams to unanimously vote Commissioner Lewandoski as the new City Arts & Culture Commission Chair.
Seconded by: Commissioner Dews, all in favor; motion carried.

5. Arts & Culture Supervisor's Report

- a. Supervisor Imholte provided updates on programming. Discussion followed.
- b. Supervisor Imholte reviewed the financials. Discussion followed.
- c. Supervisor Imholte provided Project Database updates. Discussion followed.

6. Old Business

- a. Supervisor Imholte informed the Commission the time frames are set to be removed in July.
- b. Supervisor Imholte informed the Commission the trash cans will be placed throughout parks in July.
- c. Discussion took place on potential remedies for the weathered traffic box by Bracket Park.
- d. Supervisor Imholte informed the Commission of purchased Marketing Materials.
- e. By Commissioners
 - i. Chair Lewandoski provided update on potential partnership with BCHS staff on sculpture project. Discussion followed.

7. New Business

- a. Discussion took place on the logistics of the 2022 Hispanic Heritage Month Event.
MOTION: Made by Commissioner Adams to vote to hold the 2022 Hispanic Heritage Month Event, with a \$1k budget.
Seconded by: Commissioner Dews, all in favor; motion carried.
- b. By Commissioners
 - i. Commissioner Norton inquired about Commission/Member rules.
 - ii. Council Member Thibeault suggested the addition of a youth member to the commission.
 - iii. Commissioner Dews suggested the addition of lock box exhibits. Discussion followed.

8. Committee Reports

- a. City Council Liaison updates: Council Member Thibeault provided update on the Veterans Memorial Boulevard Bridge.
- b. Cultural District Advisory Subcommittee updates: None.
- c. Duck Race Transition Task Force updates: Arts & Culture Supervisor Imholte provided updates on event logistics, prizes, sponsorships, and a potential second duck sorting date.

9. Adjourn

- a. **MOTION:** Made by Commissioner Dews to adjourn the meeting at 7:46 p.m.
Seconded by: Commissioner Adams, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley
Recording Secretary
City Arts & Culture Commission

ATTACHMENT B

08/12/2022 14:41
JazzyaCoakley

CITY OF BRISTOL
YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0017021 PARKS ADMINISTRATION							
0017021 583120 ARTS & CULTURE C	15,000	0	15,000	.00	2,000.00	13,000.00	13.3%
TOTAL PARKS ADMINISTRATION	15,000	0	15,000	.00	2,000.00	13,000.00	13.3%
TOTAL GENERAL FUND	15,000	0	15,000	.00	2,000.00	13,000.00	13.3%
TOTAL EXPENSES	15,000	0	15,000	.00	2,000.00	13,000.00	
GRAND TOTAL	15,000	0	15,000	.00	2,000.00	13,000.00	13.3%

** END OF REPORT - Generated by Jazzya Coakley **

ATTACHMENT C

Projects		Information										
Internal	External	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Duck Race		Taking over Bristol's annual Duck Race for a one-year trial to act as a fundraiser for ACC		Event				2-Oct-22		Purchasing banner for the event to advertize over Mem Blvd	FY23	ACTIVE
Sculpture		Priority is a Public Art Sculpture(s) outside of the downtown area	\$10,000.00	Sculpture	ACC Fund			20-Jun-23		Fiberglass Sculptures	FY23	PENDING
	Interactive Mural 1	Pride/Rainbow Mural	\$500.00	Mural	ACC Fund/Extra MLK Funds	Carousel Museum?	Brandi Pichette	30-Jun-22		Partnership w/ CT Murals	FY23	PENDING
	Interactive Mural 2	"Mama Bristol" Mural	\$500.00	Mural	ACC Fund/Extra MLK Funds	None identified	Brian Triccolo			Partnership w/ CT Murals	FY23	PENDING
MLK Mural		Parntership with CT Murals to bring an MLK mural to our community	\$15,000.00	Mural	Community Funded	106 Riverside Ave	Micaela Levesque	14-Jul-05				COMPLETE
Public Art Plaques		Public Art plaques for each of ACC's projects: Mem Blvd Tree Carving, Main St Mural, Centre Square Mural, Page Pool Mural, PanAm Mural	\$1,975.00	Plaques	ACC Fund	Each Site	Artistic Bronze	30-Jun-22				COMPLETE
Traffic Box Art		Reimbursed artists that completed art on traffic boxes across the city	100/artist	Public Art	ACC Fund			2018				COMPLETE
Traffic Box Vinyl Wrap		Postcard vinyl wrap	\$500.00	Public Art	ACC Fund			2018				COMPLETE
Concert Kick Off Event		Art mural boards for youth		Activity	ACC Fund			2018				COMPLETE
Pencil Hunt		Informational booth and art activities for children		Activity	ACC Fund			2018				COMPLETE
Rockwell Festival Participation		Activities		Activity	ACC Fund			2018				COMPLETE
Farmers Market Music		Coordinated music for farmers markets		Music	ACC Fund			2018				COMPLETE
Co-Sponsored Art Jazz Gala at Mum Fest				Event	ACC Fund			2018				COMPLETE
Craft booth for BPRYCS Truck or Treat		Glow in the Dark Slime	\$400.00	Event	ACC Fund			2018				COMPLETE
Holidays on the Hill event		Program and Banner		Event	ACC Fund			2018				COMPLETE
Farmers Market Music		Coordinated music for farmers markets		Music	ACC Fund			2019				COMPLETE
BOE Art Show Sponsor			\$500.00	Event	ACC Fund			2019				COMPLETE
BPRYCS Concert Kick Off Sponsor			\$1,000.00	Event	ACC Fund			2019				COMPLETE
Mike Reiss at BPL		Sponsorship and Simpsons Cut Out	\$725.00	Event	ACC Fund			2019				COMPLETE
Duck Race Festival Sponsorship		Interactive large art experience and musical act	\$2,000.00	Event	ACC Fund			2019				COMPLETE
Traffic Box Wraps		six additional	\$3,000.00	Public Art	ACC Fund			2019				COMPLETE
Senior Center Concert Sponsorship			\$2,000.00	Event	ACC Fund			2019				COMPLETE
Public Works/BPRYCS Birdhouse Painting		Sponsor	\$300.00	Event	ACC Fund			2019				COMPLETE
Bristol Hospital Public Opening		Attendance		Event	ACC Fund			2019				COMPLETE
Mural Zoning Guidelines		Instigated modification of Zoning guidelines to allow murals within the city		Initiative				2019				COMPLETE
Co-Sponsored Federal Hill Green Concert		Sponsor		Event	ACC Fund			2019				COMPLETE
Blown Glass Scavenger Hunt		Sponsor		Event	ACC Fund			2019				COMPLETE
Page Park Pavilion Writers Workshop		Sponsor		Event	ACC Fund			2019				COMPLETE
Federal Hill Turtle Painting		Funded BPRYCS painting of Federal Hill turtle		Public Art	ACC Fund			2019				COMPLETE
Main Street Mural*		Corey Payne mural at 150 Main Street	\$14,000.00	Mural	ACC Fund			2020	ACC plans on sealing in FY23			COMPLETE
Carousel Museum Mardi Gras Art Projects		Sponsor	\$1,200.00	Event	ACC Fund			2020				COMPLETE
Carousel Museum Chalk		Sponsor		Event	ACC Fund			2020				COMPLETE
Art Trail		Promotion		Promotion				2020				COMPLETE
Page Pool Mural with Sugarfox*			\$7,500.00	Mural	ACC Fund			2021				COMPLETE
Centre Square Mural*		Collaboration with Economic and Community Deveoloment	\$7,400.00	Mural	ACC Fund			2021				COMPLETE

Memorial Boulevard Wood Carving*		JareBear Carvings completed a woodland-inspired carving on a dead tree on Memorial Boulevard	\$4,000.00	Wood Carving	ACC Fund			2021	Jared recommends we bring him out for a one-time repaint and seal for \$750, after that, our Parks crew will reseat 2-3 times/year. If we ever need another touch up from Jared, it's \$400			COMPLETE
Bristol Brass and Wind Ensemble Concert		Sponsored	\$600.00	Event	ACC Fund			2021				COMPLETE
Time Frames of Bristol		Collaboration with the Historical Society to celebrate their 50 years	\$2,500.00	Temporary Art Installment	ACC Fund			2021				COMPLETE
Little Bilingual Library/Rec N Read		First in the city		Fundraiser				2021				COMPLETE
American Clock and Watch Museum Mantels for the Season		Sponsorship	\$1,000.00	Event	ACC Fund			2021				COMPLETE
Hispanic Heritage Month Concert		Sponsorship	\$4,000.00	Event	ACC Fund			2021				COMPLETE
Carousel Museum ACE Awards		Sponsorship	\$2,600.00	Event	ACC Fund			2021				COMPLETE
PanAm Bridge Mural*		Comissioned through CT Murals	\$10,000.00	Mural	ACC Fund			2021				COMPLETE