



## **Meeting Minutes**

**3:30 p.m., July 19, 2018**

**Room 326, City-County Building**

### **1. Call meeting to order and establish quorum**

- Present: Nick Ladas, Abby St. Lawrence, John Moore, Virginia Niccolucci, Susan Steffens, Flannery Herbert. Visitors: Dennis Taylor (acting city manager), Sandy Shull (Birds and Beasleys)

### **2. Comments from Dennis Taylor, Acting City Manager**

- Gave intro on his role, he has received positive comments on the traffic signal boxes.

- John would like to streamline process of spending funds.

### **3. Approve minutes from June 21**

- Susan moved, Virginia seconded. Minutes approved.

### **4. Chalk Up Helena! July 21 (theme: Out of This World!) – Update from Abby.**

a. Professional artist – not this year.

b. Sponsorships and prizes

- Flannery will bring gift card from Big Dipper.

- Finalized prices and age groups.

c. Publicity and promotion

- Publicity is done

d. Judges

- Finalized.

e. Details

- Volunteers finalized.

- Event set up is at 7:30 am.

- John will pick up stuff from Mary's office Friday afternoon.

- Mary reminded committee members attending / volunteering to take photos (each photo should show square number)

- Artist application and award winners info available from office.

- Abby will email award winners and phone numbers.

f. Other aspects

- Sandy Shull indicated that a free mini chalk up could happen Wednesday, July 25<sup>th</sup> in front of Reeder's Alley.

- Abby recommended the committee keep the event simple.

- Event to use leftover chalk

- John to set up squares at 4:30 (Susan and Sandy will help).

- Bring HPAC brochure, sandwich boards, reannounce 2018 Chalk Up winners.

### **5. Damage to "Take It Easy" on Butte Avenue**

a. Possible solar spot lighting

- b. Update: Kirsten Kainz replacement \$4,200
- 6. FY 2019 Budget**
  - \$18,830 maintenance and installation funds.
- 7. HPAC website**
  - Suggestions made on website designer from committee.
  - John will contact Charlotte Snyder (website designer) regarding a major overhaul of website.
  - Nick concerned about format of website.
- 8. Traffic Signal Boxes**
  - a. Project close to completion.
  - b. Fast Signs paid not paid until project completion.
  - c. Discuss recognition
    - One page flyer with artist name and design on it. Alive at 5 (August 29<sup>th</sup>) – possible recognition of signal boxes and artists. Need lead to facilitate conversations with artists.
  - d. Walking mall – fix artist name on 6<sup>th</sup> and bird boxes
- 9. HPAC informational flyer**
  - a. John is working on new mission statement, new installations
  - b. Project lead – John & Nick
- 10. Maintenance**
  - a. Brynn Holt contract for Pioneer Park installation?
  - b. Performance Park vandalism – Janet Welsh has been contacted.
- 11. Installation planning for FY 2018**
  - a. Review of results on site matrix (Becky)
- 12. Public comment**
- 13. Meeting adjourned.**
- 13. Next meeting August 16**

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