

# UNIVERSITY AVENUE IMPROVEMENTS AND ARTWalk 2 ENHANCEMENTS PROJECT

## Steering Committee Meeting

January 19, 2009

Memorial Art Gallery

### MEETING MINUTES

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#### Attendees:

Paul Way	Sue Steele
Tom Lichtenthal	Helen Hogan
Sue Steele	Paul Kramer
William Cochran (via phone)	Susie Lentini
Teresa Cochran (via phone)	Mckenzie Keenan
Marjorie Searl	Susie Fame
Debora McDell-Hernandez	Barbara Fox
Linda Rock	

The following is a brief summary of the items discussed, decisions reached and action items from this meeting.

1. Roles of steering committee was reviewed they are:
  - Discussed how steering committee will carry out concerns
  - Discussed committees role to keep the team on track with schedule and deliverables
2. Concern was raised about potentially leaving groups of people out AND overlapping efforts of committee members in reaching people.
  - The committee members in attendance agreed that this issue will need to be addressed at a later date.
3. Track attendance at all meeting
  - Committee agrees this is important to maintain consistency
  - Attendance will be tracked at all steering committee and stakeholder meetings.
4. Concern was raised regarding the groups outreach to potential funding organizations
  - The committee agreed that there should be a liaison for this effort
  - The committee agreed that this issue will be addressed at a later date.
5. Agenda for January 21 Stakeholder meeting:
  - Reviewed and discussed format
6. Artist Selection Methods
  - Tom distributed the draft document for discussion
7. Public Participation Process
  - Tom distributed the draft document for discussion.
8. Next mtg. we will address questions and comments regarding both documents distributed at the meeting.

#### **ACTION ITEMS:**

ARTWalk:

- ARTWalk will prepare to discuss their role in the project

MAG:

- Prepare to discuss their role in the project

Sue Steele:

- Update steering Committee and NOTA Stakeholder member list
- Send out invites and agenda for Feb 9 Steering Committee meeting.

**NEXT MEETING:**

**February 9, 2009 at 3:00 PM** at Arts and Cultural Council Sue Steele will send invite.

The above constitutes our understanding of issues discussed and decisions reached at this meeting. Please notify the undersigned, in writing, with any errors or omissions.

Best regards,

**BERGMANN ASSOCIATES**



TOM LICHTENTHAL

PROJECT MANAGER

cc: All Steering Committee Members (via email)

SEE. HEAR. FEEL. ART.

ARTWalk<sup>2</sup>