



ARTS COMMISSION



AGENDA

Tuesday March 11, 2025

3:30 P.M.

This meeting includes in-person and virtual participation.

Calapooia Room, City Hall

333 Broadalbin Street SW

<https://us06web.zoom.us/j/83342491623?pwd=0yHgwHlIQxRIOiQGdJ1sF0Z9kCxXGk.1>

You can also dial in using your phone: +1 253 215 8782 Meeting ID: 833 4249 1623 Passcode: 110223

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak.

If participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off.

If disruption continues, the participant(s) will be removed from the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. BUSINESS FROM THE PUBLIC

Persons wanting to provide comments may:

- 1- *Email written comments to alocia.doyle@albanyoregon.gov, including your name, before noon on the day before the meeting.*
- 2- *To comment virtually during the meeting, register by emailing alocia.doyle@albanyoregon.gov before noon on the day before the meeting, with your name. The chair will call upon those who have registered to speak.*
- 3- *Appear in person at the meeting and register to speak.*

4. APPROVAL OF February 11, 2025, MINUTES [PAGE 2-3]

5. SCHEDULED BUSINESS

a. Discussion Items

- 1) Commission Member Introductions-Lyddane
- 2) Moving Art-Bright
- 3) Public Art Guidelines-Lyddane

b. Action Items

- 1) Election of Officers-Lyddane

6. BUSINESS FROM THE MEMBERS

7. STAFF UPDATES

8. NEXT MEETING DATE: Tuesday, April 8, 2025

9. ADJOURNMENT

This meeting is accessible to the public via video connection. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: alocia.doyle@cityofalbany.gov or call 541-917-2760. Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the city website.

albanyoregon.gov





MINUTES

Tuesday, February 11, 2025

3:30 p.m.

Calapooia Room, City Hall/Hybrid

Approved: Draft

Call to Order:

Leesa Bright called the meeting to order at 3:32 p.m.

Roll Call:

Members present: Keith Lohse (virtually), Nolan Streitberger, Leesa Bright, Leigh Matthews Bock (virtually-late), Amanda Dant

Members absent: Maddie MacGregor (excused)

Staff present: Kim Lyddane, Parks and Recreation Director; Alocia Doyle, Adult Recreation Assistant

Others present: David Harrelson, Mack McFarland, Erin Miller

Business from the Public

3:32 p.m.

David Harrelson runs art programs for the tribes of Grand Ronde and is an arts commissioner for the state of Oregon. Mack McFarland is staff at the Chachalu Tribal Museum and Cultural Center. David gave a presentation on various projects they have worked on, gave background information on various tribes in Oregon, spoke on different tribal art forms, and other important information regarding the Tribes of Grand Ronde. Brief discussion followed.

Approval of January 14, 2025, Minutes

4:13 p.m.

MOTION: Streitberger motion to approve the minutes. Dant seconded, motion passes 5-0.

Scheduled Business

DISCUSSION ITEMS

a. Upcoming Local Art Events-Lohse 4:15 p.m.
There were no events to be shared.

b. Goals for 2025-Bright 4:16 p.m.
Bright asked the commission to think of goals and listed one goal as coming up for a name for the city hall gallery. Brief discussion followed.

- c. Theft Issues-Bright 4:18 p.m.
Bright informed the commission that one of the artists heard a rumor of theft issues with the city hall gallery from an arts guild in Corvallis. Streitberger and Bright looked into it and found that there was a theft 21 years ago and 7 years ago. Bright asked Lyddane to go with her to talk with the guild. Brief discussion followed.
- d. Public Art Guidelines-Lyddane 4:22 p.m.
Lyddane provided the guidelines discussed in the previous meeting with the commission's updates and the next section to review. The commission read over the guidelines and made corrections. The commission stopped at section 4.1 overview. Brief discussion followed.

Business from the Commission 4:47 p.m.
Bright informed the commission the gallery is booked until September. She proposed another commissioner's show. Brief discussion followed.

Staff Updates 4:50 p.m.
Lyddane thanked Bright and Streitberger for their wish list and informed them of what is to come. Brief discussion followed.

Next Meeting Date

The next regularly scheduled meeting is on Tuesday, March 11, 2025.

Adjournment

Hearing no further business, Leesa Bright adjourned the meeting at 4:54 p.m.

Respectfully submitted,

Alocia Doyle,
Adult Recreation Assistant

Reviewed by,

Kim Lyddane,
Director

*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@albanyoregon.gov.

1. INTRODUCTION & PURPOSE

The Albany Arts Commission was created by Albany City Council in January 1997 after the new City Hall was constructed. The Commission believes that art enriches the physical, economic, social and cultural well-being of the community. The Commission was created to:

- Manage the City Hall Arts Master Plan
 - Oversee rotating and changing exhibits
 - Raise funds for the purchase of additional artworks
 - Select or reject artwork offered to the City through donations or purchase
 - Maintain a permanent exhibit at City Hall
 - Catalog the public art collection in City Hall, the Albany Public Library, Carnegie Library, and at outdoor locations.
 - ~~Provide guidance to the City Council on public art in Albany~~
- Provide guidance to the City Council on public art in Albany
- Carry-out other art opportunities as approved by City Council

The Commission provides opportunities to increase awareness, appreciation, knowledge and education of public art by developing a sense of place, community pride and identity through the creation of new works. Public art provides an opportunity for artists to reach creative solutions to aesthetic opportunities.

The art collection of Albany is held in trust for the public. It seeks to engage people and capture the essence, diversity and personality of the City of Albany. The art collection complements the City's mission of providing quality public services for a better Albany community. The guidelines contained in this document define how the collection shall be developed and maintained, as well as how the City shall proceed with its public art initiatives.

2. MAINTENANCE OF THE PUBLIC ART COLLECTION

2.1 Cataloguing the Collection

The Albany Arts Commission as established by Resolution 3740 in 1997 and amended by City Council in 2023 with Resolution 7203, shall ensure that there is a current listing of all holdings in the City of Albany Public Art Collection, including all pertinent information such as title, artist, medium, accession date, placement and other information. In addition, the Albany Arts Commission shall, where appropriate, create catalogs describing the collection and make them available to the public.

2.2 Periodic Review

The Albany Arts Commission shall annually review all holdings in the art collection. During this review, the commission shall inventory the collection, examine the condition of each piece to determine any restoration or preservation needs, and examine the display or storage conditions of each piece. The review periodically estimates the value of each piece for insurance coverage and the City's fixed asset inventory. In addition, the Albany Arts Commission shall update the current listing of all holdings in the art collection catalogue.

2.3 Maintenance of Collection

The Albany Arts Commission shall be responsible for ~~recommending the performance of all~~ repairs, cleaning, labeling, etc. that may be necessary to maintain the public art collection. ~~Should repairs to art in the collection be necessary, the committee shall coordinate the repair with City staff, professional services, and/or volunteers based on consultation with the artist and/or the maintenance plan on record. If the repair can be addressed by current City staff and resources, it should be addressed as quickly as possible. Should the repairs or activities require contractors or financial resources over \$200, the City staff liaison will discuss with City Leadership to determine financial resources, priority, and possible next steps. Should repairs to art in the collection be necessary, the committee shall coordinate the repair with professional services, volunteers or City staff, based on consultation with the artist and/or the maintenance plan on record.~~

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City departments shall notify ~~the~~ appropriate City staff ~~and~~ commission representative immediately if a work of art is either damaged or stolen, or if the participating department plans to move the art to another location or in any way disrupt the work of art.

2.4 Maintenance Instructions

When the City purchases, displays, or creates a new work of art, the artist shall be required to submit a maintenance plan and instructions to be kept on file by City staff. These instructions shall outline cleaning methods and materials for the artwork as well as a timeline and plan for regular maintenance of the work. The instructions shall be kept on file with the Albany Arts Commission and City staff.

2.5 Placement of Works of Art

While it is the intent that site specific works will remain in the site for which they were created, a piece may be moved if circumstances dictate. A reasonable effort shall be made to notify the artist in advance of the move.

3. ACQUISITION OF ARTWORK

3.1 Background

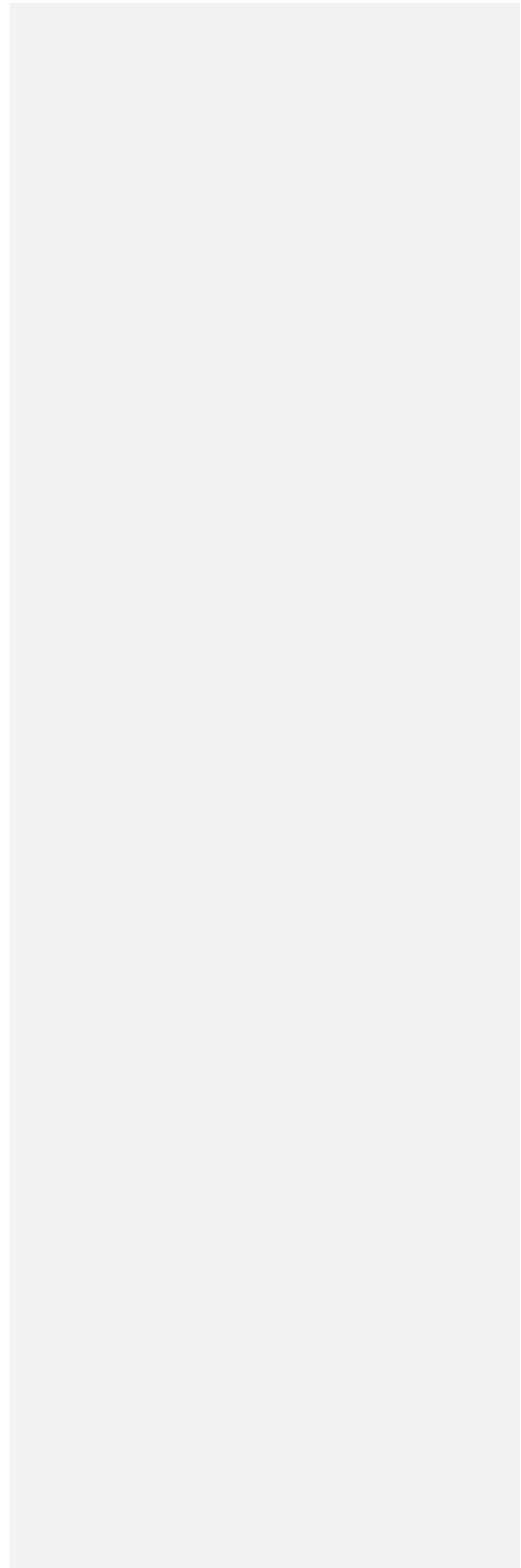
The City public art collection includes works that were in the City's possession prior to 20~~54~~²⁵, works purchased with City's percent for Art funds, and gifts of art to the City. Artworks are acquired by the City of Albany through a thorough review process based on their innate quality and value to the collection as a whole.

The Albany Arts Commission shall have the responsibility for developing the City's art collection.

3.2 Art Selection Criteria

The value of every work of art is in the eye, ear and soul of each individual viewing it. A single work of art can foster a wide range of responses in the population viewing it. Because of this, art selection is, in part, a subjective process. Members of the Albany Arts Commission must, at all times, remember that they represent the public. The members of the commissions are selected

| because they possess expertise in the arts and humanities. They should understand the issues and strive to maintain a balance in their selection of art works-



The following sections define criteria, both mandatory and desired, to be considered during the accession process.

3.2.1 Required Conditions

All pieces of art selected for inclusion in the collection of the City of Albany must meet all of the following criteria:

1. Clear Title: The Artwork must be able to be transferred to the City of Albany with clear title. Purchased art shall be by a formal bill of sale from the owner(s) or artist(s). Contributed art must be accompanied by an appropriate deed of gift and documented appraised value based on previous sales.
2. Restrictions: Artwork accessioned by the City of Albany must not have attendant restrictions. The City will endeavor to acknowledge artists and donors in the display of artwork to the extent possible under the discretion of the committee.
3. Reflects Public Aesthetics: While recognizing the First Amendment freedom of artists to express themselves in any way they choose, the City of Albany reserves the right to not select pieces or projects which the Commission deems to not represent the values of the community. This does not mean a piece should be rejected simply because it might be controversial. One of the purposes of art is to show people a new way of looking at their environment, to share an artist's sometimes iconoclastic vision. Art can legitimately be intrusive, abrasive or unpopular. Failure to recognize this purpose for art can lead to an art collection that is simply "pretty" or "nice" without being ennobling or educational.
4. Original Works and Authentication: Only original works of art shall be accessioned for the collection. Fakes, unauthorized copies or reproductions are not acceptable. In cases where the authenticity of a piece could be reasonably questioned, it must be authenticated before accession. Art objects which are mass produced and of standard design are not allowed, however original prints, photographs, or cast sculptures may be purchased. Limited editions of ~~no more than 25~~, signed by the artists, may be considered on a limited basis.
5. Suitability: All art pieces must be suitable for display in a public setting. Sculpture must be able to be secured to prevent accidents. Pieces executed in fragile media must be able to be protected while displayed.
6. Maintenance and Security: The City of Albany can only accept artwork that the Albany Arts Commission and the City staff believe can, within the financial confines of the foreseeable future, be adequately and safely displayed, maintained and reasonably secured.

3.2.2 Desired Attributes

The criteria listed below describe the desired attributes of all art in the collection. Selected pieces should meet most, if not all, of these attributes to a high degree.

1. Artistic Excellence: Art selected for the collection should represent the skill and competence of the originator(s), and should be an example of artistic excellence. Accepted works of art shall be of exceptional quality and enduring value as judged by the Albany Arts Commission. The definition of artistic excellence changes over time, but the collection should always be representative of the best examples available.
2. Variety of Media, Styles and Techniques: Within the guidelines above for suitability of form for a public setting, art selected for the collection should broaden the range of media and techniques represented in the collection.
3. Represents Artists of Varying Acclaim: Some art collections strive for excellence by selecting only works from recognized 'name' artists. The collection of the City of Albany should strive to represent works from a wide range of artists of varied public status. Art should be chosen solely on the basis of intrinsic merit. A piece from a well-known artist should not be presumed to have more artistic merit than a piece from a relatively unknown artist.
4. Value: Because an aspect of the value of an art piece is the response of each individual to that art, value is difficult to assign. However, the price of any proposed piece of art should represent a responsible investment for the City collection. All art pieces may be authenticated by an art consulting or appraisal firm to authenticate value at the discretion of the Albany Arts Commission. This action is recommended when a piece of art has a price of more than \$10,000.
5. Selected for Specific Site: Major art pieces should be selected as part of a process that takes into account the formal display site for the piece. This should be considered in terms of how well the piece fits an intended space and the environment. This not only requires consideration of the size and environmental harmony of a piece, but also how well it fits into the land use patterns of the area in which it will be placed.

3.3 Methods of Accession

There are several ways that a work of art may be accessioned. The selection criteria listed in Section 3.2 apply to all works, regardless of the particular accession method used to bring a piece to the City collection.

When funds become available to accession art, the Albany Arts Commission may use one of several processes: open competition, artist invitation and direct purchase. In addition, artwork may be added to the collection through a direct contribution of art or funds to purchase or commission a work of art. The choice of accession method shall be determined by the Albany Arts Commission.

3.3.1 Open Competition

In open competition, any artist is invited to submit pieces or delineated proposals for consideration. A “Call to Artists” is advertised within a designated region (local, regional, national, international, etc.) inviting all artists within the region to submit a proposal. The competition may be held for a single piece, a single site, or a number of site or pieces. The Albany Arts Commission evaluates the contender and selects the piece or proposal that best fits the criteria and the needs of the site(s).

The Albany Arts Commission may decide that no entry fits the criteria or is suitable. For competitions held to populate several sites, this means that one or more sites may go unfilled. The Albany Arts Commission may choose to leave the site unfilled, and add that site to the list of potential future accessions.

3.3.2 Direct Purchase

The Albany Arts Commission may choose to purchase a piece of existing art, from a gallery or dealer, from a private individual or from the artist directly. Such purchases shall conform to the criteria in Section 3.2.

3.3.3 Artist Invitation

The Albany Arts Commission may choose to invite one or more artists to submit proposals to create a project for a specific site(s). The Commission should work closely with the selected artist from the beginning of the project, making clear the criteria in the policy. The artist should be asked to submit proposal sketches or models for approval before beginning the final work, with opportunities to periodically view the work during different stages of completion to insure the criteria are being met.

Criteria for when invitations will be sent will be based on the needs for the project and its specific site.

3.3.4 Donations

At times civic-minded citizens may wish to contribute to the public art process. They may do so by directly contributing funds to purchase a work of art, commissioning a work of art and then donating it to the City, and directly contribute to the public art process. *See Section 6. Donations and Memorials* for a more detailed explanation of how donations are reviewed and accepted.

*** Start review for February meeting

3.4 Process for Accessioning Artwork

The Albany Arts Commission, in meeting the Goals of the City of Albany, shall oversee the development of goals and process for the selection, placement and maintenance of works of art.

The Albany Arts Commission shall confirm the available budget, identify the site for the work(s) of art, identify the goals of the project, and if appropriate, form a selection committee to choose the artist and/or artwork, and determine the most appropriate accession method in each circumstance,

depending upon the project funding source.

In initiating any public art project, the Albany Arts Commission shall:

1. Confirm the total project budget available for purchase of services and/or artwork, including installation costs.
2. Identify a site for the final location of art. If the Commission is considering a site in the public right-of-way, all appropriate departments must be consulted before the site is finalized. Likewise if any elements of a project fall under the jurisdiction of another department, that department must be consulted early in the selection process.
3. Identify the goals of the art project.
4. Determine which acquisition method, according to *Section 3.3, Methods of Accession*, is most appropriate based upon the project goals.
5. Establish a selection process that addresses the project. The committee shall keep in mind the City's goals of maintaining artistic integrity and encouraging public involvement, as needed, in each selection process.
6. Select an artist and/or art purchase / commission through a majority vote.

3.5 Artist Selection Criteria

Artists will be selected on the basis of their qualifications as demonstrated by past work, appropriateness of the proposal to the particular project, and its probability of successful completion as determined by the Albany Arts Commission. In selecting artists and works of art, the Albany Arts Commission shall select those artists and works of art of the highest aesthetic quality, and those that fulfill the purpose of the City's art selection criteria as set forth in Section 3.2. In all cases, consideration will be given to materials, construction, durability (long or short term, depending on the intended life of the piece), maintenance, public access and safety.

The Albany Arts Commission may utilize an invitation process in lieu of open competition in order to simplify the selection process. Criteria for when invitations will be sent will be based on the needs for the project and its specific site.

3.6 Artist Contracts

The City shall enter into a contractual agreement any time an artist is hired to perform services for the City. The contract should define the scope of work for artist services and payment procedure for the purchase or commissioning of a work of art. The contract shall require the artist to do, but is not limited to, the following:

1. Produce a work of art for a guaranteed maximum cost, including all installation costs.
2. Maintain public liability and property damage insurance as well as workers compensation insurance. If the artist does not routinely carry this insurance in the amount specified by the contract, proof of purchase of coverage for insurance should be included in the total proposal.
3. Submit the following items before final payment is authorized:
 - a. Submit a completed catalogue form that describes the work of art (materials, size, weight, artist biography, address, current contact information and alternative contact information)
 - b. Digital photos, video and/or audio of the process of the works creation and documentation of aspects of the project
 - c. A public art conservation and maintenance program giving detailed instructions for cleaning and maintaining the artwork. This report will include, but not be limited to, frequency of cleaning, method and materials used, and any other recommendations for maintaining artwork. Report shall also provide detailed description of all materials and processes used to fabricate art, and names and addresses of materials suppliers, fabrication and installation process of artwork.

4. GENERATION OF REVENUE

4.1 Overview

The Albany Arts Commission is tasked with evaluating, advocating for, and implementing methods to generate revenue for the City of Albany’s public art program. These revenue generation techniques may include establishing programs to sell art, rent art display space to artists, and participate in revenue generating events.

In addition to the above revenue generation techniques, the Albany Arts Commission may recommend to the City Council researching and evaluating potential public funding methods for the Public Art Program.

These funds will be leveraged with grant opportunities to increase the City’s public art collection, and public art programs as determined by the Albany Arts Commission. The City of Albany will reserve all revenue generated by the Public Art Program activities for the exclusive use of the Public Art Program to be allocated by the Albany Arts Commission. The method of separation of public art funds shall be at the discretion of the Finance Director based on the established budgetary systems of the City of Albany. Such methods may include setting up a direct public art fund or a public art budgetary line item.

5. DEACCESSIONING WORKS OF ART

5.1 Background

The decision to remove a piece from the collection is as important as the decision to accession it originally. The world of art is constantly growing, and something that was revolutionary or revealing in the past may become trite or too-well explored.

The world of art is also affected by fashion. The Albany Arts Commission must be aware of the distinction between out of date and out of style. The deaccession process should not result in the loss of classic work, even if it represents an earlier period.

Deaccession of projects from the collection shall be based principally on issues of artistic merit or if the artwork has been irreparably damaged. No project from the art collection shall be sold primarily for monetary gain with the intention to use the funds for purposes other than art collection.

5.2 Deaccession Policy

Deaccessioning is a procedure for the withdrawal of an artwork from the public collection. Deaccessioning should be considered only after ten years have elapsed from the date of installation of permanent works and acceptance in the case of portable works or under special circumstances (e.g., the piece has been damaged beyond repair). Deaccessioning will be considered only after a careful and impartial evaluation of the artwork within the context of the collection as a whole. At the beginning of the process, the Albany Arts Commission will make reasonable effort to notify any artist(s) or artist's estate whose work is being considered for deaccessioning.

5.3 Eligible Artworks

All artworks owned by the City of Albany are eligible for deaccessioning. In the case of donated artworks, all legal documents relating to the donation will be reviewed prior to beginning the process.

5.4 Deaccessioning Procedure

Should it be deemed necessary, the Albany Arts Commission may elect to appoint a deaccessioning subcommittee. Should a subcommittee be formed, this subcommittee will consist of no more than two (2) arts professionals or experts, three (3) members of the subcommittee may be members of the Albany Arts Commission, and an art appraiser or consultant, if deemed necessary. All subcommittee meetings will be publicly noticed. Should a sub-committee be formed, the committee shall consist of an odd number of members, with no more than five members total. If the value of the artwork is less than \$15,000, the Albany Arts Commission may informally appraise the artwork. However, if there is any doubt as to the value of the piece the Albany Arts Commission must secure

the services of an appraiser or consultant.

5.5 Criteria for Deaccessioning

The Albany Arts Commission may consider the deaccessioning of artwork for one or more of the following reasons:

1. A work is not, or is only rarely, on display because of lack of a suitable site.
2. The condition or security of the artwork cannot be reasonably guaranteed.
3. The artwork has been damaged or has deteriorated and repair is impractical or unfeasible.
4. The artwork endangers public safety.
5. In the case of site specific artwork, the artwork is destroyed by severely altering its relationship to the site.
6. The artwork has been determined to be significantly incompatible or inferior in the context of the collection.
7. The City wishes to replace the artwork with work of more significance.
8. The artwork requires excessive maintenance or has faults of design or workmanship.
9. There has been sustained and overwhelming public objection to the artwork.

5.6 Sequence of Action

1. The Albany Arts Commission or the subcommittee appointed by the Albany Arts Commission shall determine whether an artwork meets one of the criteria listed in Section 5.5 above.
2. A representative from the appointed committee shall submit a report to the City staff, which will submit report to the City Attorney on any restrictions that may apply to the specific work.
3. The Albany Arts Commission shall review the report. The Committee may seek additional information regarding the work from the artists, art galleries, curators, appraisers or other professionals prior to making a recommendation.
4. The Albany Arts Commission shall provide a report to the City Council of the intended deaccessioning prior to its completion.
5. After consultation with the City Council, the Albany Arts Commission shall consider the following actions:

a. Sale or Trade

- i. Artist will be given first option to purchase or trade artwork.
 - ii. Sale may be through auction, gallery resale or direct bidding by individuals, in compliance with City law and policies governing surplus property.
 - iii. Trade may be through artist, gallery, museum or other institutions for one or more artwork(s) of comparable value by the same artist.
 - iv. No works of art shall be sold or traded to members or staff of the City, City Officials, or Albany Arts Commission, consistent with the conflict of interest policies.
 - v. Proceeds from the sale of a work of art shall be returned to the Albany Arts Commission account. Funds from the sale of gifts shall go into the Albany Parks & Recreation Foundation for future artworks projects. Any pre-existing contractual agreements with the artist regarding resale shall be honored.
- b. Destruction of work deteriorated or damaged beyond repair shall be deemed to be of negligible value.
- c. If the Albany Arts Commission is unable to dispose of the artwork in a manner outlined above, the work shall be donated to a non-profit organization or otherwise disposed of as the Albany Arts Commission sees fit.