



**ARTS COMMISSION
REGULAR MEETING
TUESDAY, NOVEMBER 9, 2021 – 6:00 - 7:00 PM
AGENDA**

To allow public access, anyone may access a meeting by telephone or Zoom. Specific instructions and links can be found at www.norwalkct.org/meetings.



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Maritza Alvarado at malvarado@norwalkct.org to provide written public comment prior to the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC PARTICIPATION

IV. ADMINISTRATION

- a. Approve the minutes of the October 5, 2021 regular meeting.
- b. Approve the 2022 meeting calendar.

V. COMMITTEE/STAFF UPDATES

- a. Budget Committee Update – Nori Grudin
 - i. Operating Budget Review
 - ii. Capital Budget Review (Current and FY23)
- b. Communications Committee update – Marc Alan
- c. Infrastructure Committee Update – Brian Kaspr
 - i. MLK Progress Update – Julio Pardo

- ii. Underpass Project Update – Brian Kaspr
- iii. Art in Public Places Program Update – Brian Kaspr/Sabrina Church

VI. NEW BUSINESS

- a. Approve the Traffic Graphic installation on four traffic boxes in support of the MLK Art Project.
 - i. Locations:
 - 1. #51 4/B/9 located at MLK at Madison Street
 - 2. # 50 4/B/2 located at MLK at Monroe Street
 - 3. # 48 4/B/3 located at MLK at Lowe Street
 - 4. # 61 4/A/8 located at South Main Street at Concord Street

VII. OLD BUSINESS

VIII. ADJOURNMENT

**CITY OF NORWALK
ARTS COMMISSION
REGULAR MEETING
OCTOBER 5, 2021**

ATTENDANCE: Mark Alan, Robert Abriola, Janet Evelyn, Nori Grudin, Elizabeth Tardif, Kadeem Roberts, Melissa Metuska

STAFF: Sabrina Church

OTHER: Jennifer Bangser, Norwalk Film Festival, Julio Pardo, Artist

I. CALL TO ORDER

Chairman Alan Called to meeting to order at 6:00.

Chairman Alan announced that Jolie Leung and Matt O'Callahan have resigned from the committee due to conflicts.

II. ROLL CALL

Chairman Alan gave a roll call of the members present.

There was a quorum present.

III. PUBLIC PARTICIPATION

There is no public participation at this time.

IV. ADMINISTRATION

Approve the minutes of the September 7, 2021 regular meeting.

******Mr. Abriola moved to approve the minutes as submitted.**

******Mr. Roberts seconded.**

******The motion was passed unanimously.**

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V. COMMITTEE/STAFF UPDATES

A. Budget Committee Update.

Ms. Grudin gave a budget update. There is a balance of 11,798.81, with an expense of \$281 for an expense held over from last year.

B. Communications Committee update.

Mr. Alan had no new business but suggested that they work on a new social media effort. Mr. Abriola suggested creating a quarterly newsletter. The goal is to get it started in time for the December Film Festival. The purpose of the newsletter is to inform the public about the work that the Arts Commission is doing, as well as promote all of the large arts events happening in the community. Ms. Evelyn suggested that the newsletter doesn't try to encompass every arts event, but focus on the main events the Commission is promoting. All agree the focus should be on Arts Events happening in Norwalk.

C. Infrastructure Committee Update

Mr. Kasper wasn't there to give an update on the infrastructure. Mr. Abriola discussed some proposed sites for the communal public art in the underpass. Mr. Alan mentioned the underpass between the Sono Mall and Lockwood and the underpass by Heritage Park, and how these are major arteries that could use an art installation for beautification.

VI. NEW BUSINESS

A. Mosaic Tile Mural proposal at Calf Pasture Beach - Georgette Wirth

Ms. Wirth is a tile mosaic artist. One of her pieces, located at Calf Pasture Beach, was damaged in a recent storm. She had planned to attend the meeting to ask for help restoring it. She was given the support she needed beforehand, so didn't need to attend. Ms. Nori wanted to clarify whether this piece is in the Arts Commission or Parks and Recs inventory.

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There was discussion about combining the public art collection the Arts Commission oversees and artwork the city owns. Mr. Alan suggested writing a proposal to combine them, and make information about all of the art pieces available to the public.

Ms. Bangser mentioned that the CT League of History Organization is creating a statewide inventory of public art work that is being launched this fall.

VII. OLD BUSINESS

- a. Norwalk Film Festival - Sponsorship Deck

Ms. Bangser has a sponsorship request for the Norwalk Film Festival.

Ms. Bangser asked the Arts Commission to sponsor the event at the Director Level, which is \$500. She discussed the promotion the Arts Commission will receive in return.

******Ms. Matsuka moved to vote to support at the Director Level.**

******Mr. Abriola seconded the motion, with the change that each member of the Arts Commission gets a ticket to the event.**

******The motion passed unanimously.**

Mr. Pardo gave an update on the infrastructure project. It will go to the Common Council for approval. It will go to the Planning Committee and then to the next meeting of the Common Council.

Mr. Pardo got a verbal ok to run the student project. So this will go forward. Mr. Alan said there will need to be a vote on the cost. Mr. Pardo will create the budget to be voted on at the next meeting. A total of five boxes will be painted by students, with two professional artists overseeing the project. The funds will come out of the MLK budget.

VIII. ADJOURNEMENT

******Ms. Tardiff moved to adjourn the meeting.**

******Ms. Metuska seconded the motion.**

******The motion passed unanimously.**

The meeting was adjourned at 6:53.

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Respectfully submitted,

Amy Chaple

Telesco Secretarial Services

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**ARTS COMMISSION
Meeting Dates for 2022
1st Tuesday of the Month
6:00pm, Room 101, Norwalk City Hall**

January 4th, 2022

February 1st, 2022

March 1st, 2022

April 5th, 2022

May 3rd, 2022

June 7th, 2022

July 5th, 2022

August 2nd, 2022

September 6th, 2022

October 4th, 2022

November 1st, 2022

December 6th, 2022

Norwalk Arts Commission FY 2021-22

Printing & Duplication

Account # 01-14-50-5221

Date	Description	Debit	Credit	Balance
1-Jul	Beginning Balance			\$ 1,500.00
14-Jul	Gway	\$ 370.00		\$ 1,130.00
				\$ 1,130.00
				\$ 1,130.00

Norwalk Arts Commission FY 2021-22

Advertising

Account # 01-14-50-5237

Date	Description	Debit	Credit	Balance
1-Jul	Beginning Balance			\$ 1,500.00
				\$ 1,500.00
				\$ 1,500.00

Norwalk Arts Commission FY 2021-22**Other Professional Services****Account # 01-14-50-5258**

Date	Description	Debit	Credit	Balance
1-Jul	Beginning Balance			\$ 7,800.00
4-Aug	PC July - Nice Festival	\$ 333.33		\$ 7,466.67
9-Aug	Michelle Rakowsky	\$ 500.00		\$ 6,966.67
9-Aug	mad Lab, LLC	\$ 200.00		\$ 6,766.67
8-Sep	Michelle Rakowsky	\$ 500.00		\$ 6,266.67
8-Oct	Michelle Rakowsky	\$ 625.00		\$ 5,641.67

Norwalk Arts Commission

Budget Summary

Dept	Account	Summary	Original Balance	Expenses	Transfer In	Transfer Out	Balance
011450	5221	Printing & Duplicating	\$ 1,500.00	\$ (370.00)	\$ -	\$ -	\$ 1,130.00
	5225	Secretarial Services (PO for Telesco Secretarial Services)	\$ 2,100.00	\$ (360.00)	\$ -	\$ -	\$ 1,740.00
	5237	Advertising	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,500.00
	5258	Other Professional Services	\$ 7,800.00	\$ (2,158.33)	\$ -	\$ -	\$ 5,641.67
	5286	Business Expenses	\$ 1,500.00	\$ (207.86)	\$ -	\$ -	\$ 1,292.14
	5329	Other Operating Supplies	\$ -	\$ (250.00)			\$ (250.00)

Business Development & Tourism**MLK BLVD ART FY 2020-21****09-21-1450-5777 PROJECT C0792**

Date	Description	Debit	Credit	Balance
1-Jul	Beginning Balance			\$ 50,000.00
10-Feb	Julio Pardo Creative - PO (Bal of \$750)	\$ 10,500.00		\$ 39,500.00
24-Feb	Julio Pardo Creative - 1st payment	\$ 5,250.00	\$ 5,250.00	\$ 39,500.00
14-Sep	Julio Pardo Creative - 2nd payment	\$ 4,500.00	\$ 4,500.00	\$ 39,500.00
29-Oct	Lauren Clayton Sarsoza - PO	\$ 26,500.00		\$ 13,000.00
4-Nov	Lauren C. Sarsoza - 1st Payment	\$ 13,250.00	\$ 13,250.00	\$ 13,000.00
				\$ 13,000.00