

Public Art Advisory Committee Work Group Meeting
Monday, April 11th, 2016, 4 to 4:45 pm
Recreation Boardroom

Meeting Minutes

Present: Jon Lockyer (Artspace), Bill Kimball (ACHAC), Becky Rogers (Staff), Bruce Stonehouse (Chair).

Regrets: Dennis Carter-Edwards (ACHAC), Celeste Scopelites (AGP).

1. **Confirmation of Minutes:** Meeting March 21st, Moved by Bill Kimball and Carried.
2. **Planning & Implementation: Human Resources**
 - a) Plan (Amended April 4th) distributed and reviewed,
 - b) Document: List of persons invited to apply for appointment distributed,
 - c) Document: Guidelines for Selection of Candidates distributed and discussed. Amend to include weight/value for criteria,
 - d) Document: Interview Questions distributed and discussed. Amend to include question to determine candidates preference for meeting time,
 - e) Selection Committee composition: Dennis, Bill, Bruce with support provided by Becky. Need to confirm attendance & recruit backup,
 - f) Schedule: April 25th, review applications, May 2nd & 3rd interviews, May 5th recommendation report to ACHAC, May 12th ACHAC Meeting to review and discuss recommendation.
3. **Administration: Orientation for New Appointees**
 - a) Tentative Meeting May 30th,
 - b) Draft procedures to be distributed after inaugural meeting,
 - c) Work plan to be replaced with PA Report to ACHAC.
4. **Next Meeting:** Monday May 9th at 4pm.