

**MINUTES**  
**HOT SPRINGS ARTS ADVISORY COMMITTEE**  
**September 11, 2023 12:00 PM**  
**111 Opera Street, Suite A**

**1. Roll Call of Committee Members**

Committee Members present: Nan Cameron, June Simmons, Alix Stafford, Kara Gunter, and Karen Wiley. Excused: Dale Blackwelder and Eli Vega. Staff: Anthony Whittington and Kathleen Fason.

**2. Approval of the Agenda**

June made a motion to approve the September 11, 2023 agenda. Kara made a motion to add “Call for Artist Review” to the agenda. Alix seconded the motion to approve the agenda with the addition. Motion passed.

**3. Approval of the Minutes**

Nan made a motion to approve the August 8, 2023 minutes with a correction to the visitor’s name from Keri Hillis to Jeri Hillis. June seconded. Motion passed.

**4. Introduction of Guests**

**5. OLD BUSINESS:**

**A. Scope of Work for Wetlands Water Feature:** Anthony reviewed the dimensions of the project and handed out photos of what is being proposed. He stated that he had spoken with the architect of a similar fountain that is located at NPC. We have about 90 feet diameter to fill with the fountain, sidewalks, benches, artwork, and landscaping. The fountain itself will be 20-25 feet in diameter. Stone will be stacked to allow for a sloping of water down into a base. The design will minimize splash and allow for a sitting wall. Nan suggested expanding the width of the fountain’s stone stack rather than have it go up so tall. She feels it would allow for better placement of the wetland creatures.

**B. Solar Eclipse:** Anthony suggested educational tours for the AAC event on April 8, 2024. Everyone agreed that would be interesting. Kathleen offered to pull up information on each of the pieces in the sculpture garden and along the greenway trail to Grand Avenue. She will compile a script for AAC volunteer tour guides to use. Scripts will be reviewed at the October meeting.

**C. Sculpture Installation Updates:** Anthony stated that he still has no set dates on installation.

**D. Call for Artist Review:** Kara and Karen went over the call for artist proposal for the JWWWTH Water Feature. They also updated the group on the software they would like to use for all future calls.

- Nan stated that she feels the description should state clearly that the city is looking for wetlands creatures to be placed throughout the stone stack. Kara replied that she and Karen had decided to remove any restrictive wording to allow for artists to conceive of their own vision for the project. Anthony agreed that using the words “wetland” and “flora/fauna” is enough and he doesn’t want to get so descriptive that it ends up scaring away an artist.
- Karen stated that we need to include instruction to the artist to provide a contingency. Everyone agreed. Kara added instruction to include a 10% contingency. Kathleen called Finance and set a meeting for Anthony, Karen, and Kara to meet with Olivia Thomason to complete the bid/call for artist process for the project on Tuesday, October 3 at 10:00 am.

- Kara stated that Café is the software that they would like to use to get the word out. It requires a subscription to the software which will cost \$175 a year and \$300 for the first call. It will not cost that much for future calls. Anthony said he would check with his boss about budgeting for this in the future. Kara shared that Café is all over the world, but you can specify exactly where you want your calls to be distributed. Café also provides the service of storing all photos from artists for proposals. It is very streamlined and gives a higher quality of work submitted. Karen stated that it also allows for us to rank the proposals ourselves. We will all have a passcode that allows us to go in, view the proposals and rank them.

6. **Arts Advisory Committee comments:** None

7. **Parks & Trails Director comments:** Due to Anthony attending the National Recreation and Parks Association Annual Conference, the October meeting will be pushed back one week.

8. **Adjournment:**

Next meeting is Monday, October 17, 2023, 12:00 P.M., Parks Conference Room, 111 Opera Street, Suite A.

ATTEST: \_\_\_\_\_  
Anthony Whittington, Director  
Parks & Trails Department

APPROVAL: \_\_\_\_\_  
Dale Blackwelder, Chairman  
Arts Advisory Committee