



Education Subcommittee of the Arts Commission Minutes

1. **Call to Order and Roll Call**

Minutes:

CHAIR DOUGLAS called the meeting to order at 3:32 p.m.

PRESENT: CHAIR DOUGLAS and COMMISSIONERS KLEVEN, DE SANTIS, and CHEUK

EXCUSED: COMMISSIONER ROBERTS

ALSO PRESENT: LAURA MACHADO, *Public and Visual Arts Section Manager*; MARY SABO, and HOLLY LAY, *Visual Arts Specialists II*; VAL STEED, *Chief Deputy City Attorney*; BRIAN CARROLL, *Senior Deputy City Clerk*; and YVETT LOZOYA, *Deputy City Clerk*

2. **Announcement Regarding: Compliance with Open Meeting Law**

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations in accordance with the noticing standards as outlined in NRS 241.020: City Hall, 495 South Main Street, 1st Floor; the City of Las Vegas website – www.lasvegasnevada.gov; and the Nevada Public Notice website – notice.nv.gov.

3. **Public Comment:** Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

None.

4. Report by Cultural Affairs staff regarding updates to the Education and Workshop Program outline and calendar – All Wards

Minutes:

MARY SABO, *Visual Arts Specialist II*, utilized a PowerPoint presentation, a copy of which was submitted for the record, to provide an update on educational programming. The goals of the programming were aligned with the broader Public Art and Galleries program as outlined in the Public Art Master Plan. Goal highlights included providing the artist community with opportunities to advance their knowledge and skills as public artists, offering professional development opportunities and space for established artists in the community to be paid to share their expertise, and creating and encouraging connections. A survey was created last year to gather community input on what educational opportunities were needed, and the survey results were used to guide the programming.

MS. SABO narrated from the PowerPoint presentation to share previous and upcoming public art education opportunities.

January 2024 - LUIS VARELA-RICO, celebrated Las Vegas Sculptor, shared his knowledge and experience working on multiple large scale public art projects.

March 2024 - A Grant Application Workshop was presented by STEPHANIE MONTGOMERY and SAPIRA CHEUK, Nevada Arts Council.

May 2024 - BOBBIE-ANN HOWELL, artist with the Nevada Humanities, presented a workshop and shared hands-on skills in connection with the Celebrating Life! Masters Exhibition at the Charleston Heights Art Center.

July 2024 - JEANNIE HUA, Criminal Defense (sic) Attorney, presented an Artist Contracts Workshop.

October 2024 - An Artist Talk took place with artists ROSS TAKAHASHI and AMY SOL where they discussed their projects and experience with collaboration.

April 2025 – The UNLV (University of Nevada, Las Vegas) William S. Boyd School of Law Economic Justice and Small Business Clinic will offer up to two workshops exploring information related to forming an entity and navigating contracts.

To be determined - January or Spring 2025 - JESS and ELLIOTT DEMLOW with NICO ROUSSIN will be presenting a workshop about applying for RFQs (Request for Qualifications) and RFPs (Request for Proposals) and how to put proposals together.

Based on survey results, other topics they planned to incorporate included budgeting and finance, hands-on skill share sessions, building a portfolio, and artist talks and workshops in connection with upcoming public art projects and gallery exhibitions. MS. SABO wondered if the Commissioners had recommendations for artists they should work with, topics to cover, naming the program, and how to advertise and promote it, stating they have promoted it as the Public Art Education Series.

CHAIR DOUGLAS thanked MS. SABO for the announcements, asked the Commissioners if they had input for artists to work with or topics to cover, and noted she would think about names for the program.

COMMISSIONER CHEUK shared what she found in her role at the Nevada Arts Council. The workshops, specifically for individual artists versus small arts organizations, needed more business assistance, which is not typically covered in a BFA (Bachelor of Fine Arts) or MFA (Master of Fine Arts) program. She believed forming an entity, navigating contracts, and skill building outside of the core art practice would be helpful.

COMMISSIONER KLEVEN concurred with COMMISSIONER CHEUK and asked if they could do a business of art. She felt it could be helpful to provide documents that should be prepared when someone wants to propose an exhibit or curate a portfolio related to the exhibit. Additionally, if the community was interested, this could be a two-hour workshop to give insight on how to budget.

CHAIR DOUGLAS agreed the business of art concept would be a good start to a series of workshops, listing what artists needed, such as a clean portfolio, their bio (biography), and a CV (curriculum vitae). After completing the business of art they could hold workshops on strengthening their CV, writing a strong bio, and telling their own story. She felt people wanted to know more about the business side of how to strengthen their applications and said this had been previously discussed by the Subcommittee.

COMMISSIONER CHEUK opined it could be beneficial to consider a networking session instead of a formalized workshop where only a space would be needed instead of organizing and finding hosts. Moreover, she questioned if they were only considering the education series for visual artists or if they were open to hosting workshops for other disciplined performance artists, musicians, and writers. COMMISSIONER KLEVEN enjoyed the idea of something outside of visual art but suggested solely staying with that due to the purview of the Arts Commission.

MS. SABO noted they have standing meetings among staff to discuss educational programming. They desired to host a workshop or talk that could incorporate a musician or someone that could add-on to what they were doing, while maintaining the focus on visual arts.

Regarding marketing ideas, COMMISSIONER DE SANTIS stated that she previously mentioned having a mentor-mentee exhibit and believed an exhibit opening could include a musician. The exhibit would also allow mentees to learn about exhibits and how to prepare for them. A catalog or pamphlet could consist of their

bios, photos of their work, and allow them to use knowledge learned through the workshops.

In response to CHAIR DOUGLAS, MS. SABO asked the Commissioners to send their ideas by the end of year to help guide the programming.

5. **Discussion regarding topics for future agenda items.** Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Subcommittee and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.

Minutes:

CHAIR DOUGLAS requested a future agenda item for the Commissioners to attend art conferences or similar events related to arts to build on their education. MARY SABO, Visual Arts Specialist II, confirmed there could be a discussion item for professional development for the Commissioners.

6. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Subcommittee. No subject may be acted upon by the Subcommittee unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

MARY SABO, Visual Arts Specialist II, questioned when the Subcommittee should next meet, as they had held quarterly meetings and the next meeting would be in March or April. COMMISSIONER CHEUK stated the last workshop they scheduled was through spring; therefore, she suggested meeting in March or earlier. CHAIR DOUGLAS recommended meeting in February to implement educational workshops in the spring or summer. However, COMMISSIONER DE SANTIS said the art tour would take place in February.

Further colloquy took place among the Commissioners regarding if a date in January would be too soon to meet. CHAIR DOUGLAS confirmed their ideas would be e-mailed to staff regarding topics for the next year and proposed meeting on January 16, 2025 at 3:30 p.m., which all the Commissioners accepted.

7. **Adjournment**

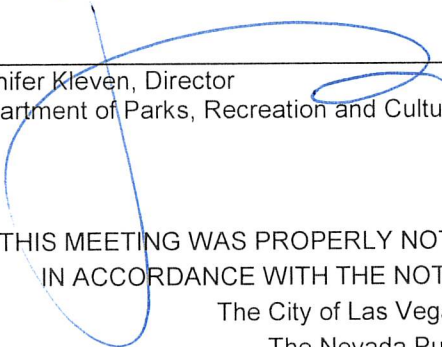
Minutes:

The meeting was adjourned at 3:50 p.m.

Respectfully submitted:



Yvett Lozoya, Deputy City Clerk



Jennifer Kleven, Director
Department of Parks, Recreation and Cultural Affairs

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN NRS 241.020:

The City of Las Vegas website – www.lasvegasnevada.gov

The Nevada Public Notice website – notice.nv.gov

City Hall, 495 South Main Street, 1st Floor