

Mission Statement  
“To Transform Lives and Enrich our Community Through the Arts”



MONDAY, APRIL 4, 2022, AT 5:30 PM

**Action Agenda**

THIS MEETING WAS HELD IN THE CITY OF BISBEE COUNCIL CHAMBERS  
915 S. TOVREAVILLE RD. BISBEE, AZ 85603

**Call to Order: 5:32PM**

**Roll Call:**

Jenny Druckman

**VACANCY**

Bill Higgins

Karen Schumacher, Chair Person

Sharon Stetter, Vice-Chair

Amy Brett **5:46PM**

Angela Rockefeller

Leslie Johns, City Council Liaison **EXCUSED**

Nina Williams, Staff Liaison

**Call to Public NONE**

**Item 1.**

**APPROVAL OF THE MINUTES OF THE MARCH 21, 2022, MEETING**

**MOTION: Commissioner Higgins moved to approve the minutes of the March 21, 2022, meeting.**

**SECOND: Commissioner Druckman**

**MOTION PASSED: UNANIMOUSLY**

**Item 2.**

**DISCUSSION AND POSSIBLE ACTION REGARDING THE BULLETIN BOARD OUTSIDE OF THE COPPER QUEEN LIBRARY**

- Requested 2 bids (fixing the board / extend the board)
- Bring item back at the first meeting in May

**Item 3.**

**DISCUSSION AND POSSIBLE APPOINTMENT OF A PUBLIC RELATIONS PERSON WITHIN THE BAC FOR THE FESTIVAL OF THE ARTS EVENT**

- Putting together a list of people who do Public Relations for a living and choosing one to help the BAC promote the festival
- Need to figure out a budget
- Person would start in August helping BAC promote for the festival
- Bring item back at the first meeting in May

**Item 4.**

**DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING ITEMS FOR THE BISBEE FESTIVAL OF THE ARTS EVENT TO BE HELD IN 2022:**

- **DISCUSSED: DEADLINES FOR ART FESTIVAL**
- **DISCUSSED: WEBSTIE FOR ART FESTIVAL**
- **DISCUSSED: ADVERTISING**
- **DISCUSSED: PARKING**

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- **DISCUSSED: FREEPORT INVOLVEMENT**
- **DISCUSSED: FOLLOW-UP ON THE COMMUNITY MEETING FOR GALLERIES AND NON-PROFITS**
- **DISCUSSION AND POSSIBLE ACTION REGARDING CHARGING AN ADMINISTRATIVE FEE FOR VENDORS**  
**MOTION: Commissioner Higgins moved to approve that \$75.00 be charged as an administrative fee for vendors.**  
**SECOND: Commissioner Rockefeller      MOTION PASSED: UNANIMOUSLY**
- **DISCUSSION AND POSSIBLE ACTION REGARDING VENDORS FOR EVENT**
  - **May 1<sup>st</sup> Website / Facebook**
  - **Figure out criteria for Vendors**
- **DISCUSSION: VOLUNTEERS**
  - **List of Tasks need for the event**
- **DISCUSSION AND POSSIBLE ACTION REGARDING TENT RENTAL FOR THE BISBEE FESTIVAL OF THE ARTS EVENT**
  - **No Action Taken**
  - **Will bring back the amount for Chairs, Tables and Tents to include all other fees**
  - **Bring back at the April 20<sup>th</sup> Meeting**
- **DISCUSSED: TRASH AT THE EVENT**
  - **Right of Way Permit – Dumpster**
  - **Get boxes for trash around the event**
- **DISCUSSED: DONATION BOXES**
  - **Commissioner Brett will look into boxes for this (total of 4)**
- **DISCUSSED: SEATING FOR MUSIC PERFORMANCES**
- **DISCUSSED: STAGE FOR EVENT**
- **DISCUSSED: ALCOHOL THAT WILL BE SERVED AT THE EVENT (CONSIDERING NON-ALCOHOLIC ALSO)**
  - **Liquor License Application**
  - **Donation to Goar Park**
  - **Staffed with Volunteers**
- **DISCUSSION AND POSSIBLE ACTION REGARDING PRESS RELEASE FOR THE BISBEE FESTIVAL OF THE ARTS**
  - **No Action Taken**
  - **Commission will review and approval at the April 20<sup>th</sup> meeting**
- **DISCUSSION AND POSSIBLE ACTION REGARDING LETTER TO ARTIST FOR EXHIBITION EVENT**
  - **No Action Taken**
  - **Commissioner Stetter working on document Commission to review**
  - **Bring back for approval at the April 20<sup>th</sup> Meeting**
- **DISCUSSED: TAKE-N-MAKE FOR FESTIVAL EVENT**
  - **Commissioner Brett looked into 2 different vendors**
  - **Commissioner Schumacher will look into what the cost will be with shipping /**

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handling

- **Bring back for approval at the April 20<sup>th</sup> Meeting**
  
- **DISCUSSED: CARS ON ERIE STREET**
  
- **DISCUSSED: MUSICIANS / PERFORMERS**
  - **Commissioner will work on the google doc (Commissioner Schumacher will resend document for commission)**
  - **Vote on an amount to pay musicians / performers**

**Item 5.**

**DISCUSSION ON ANY ADDITIONAL ITEMS RELATED TO THE BISBEE ARTS FESTIVAL EVENT THAT WILL BE HELD IN 2022**

- **AZ Rangers**
  - **Commission needs to figure out Booth situation**
  - **Sound Person**
  - **Sound System**
  - **Closer to event advertising on Instagram**
  - **QR Code for Festival**

**Item 6.**

**UPDATED / DISCUSSED THE FOLLOWING:**

- **CIG ART MACHINE: doing great sold over 120 pieces in March**
- **SOCIAL MEDIA: posting regarding Cig Art Machine / will start soon with festival**
- **LOCAL ARTIST VIDEO: Tamara Thomas will be the next artist**
- **WINDOW TRIBUTE: Bob Wick window will be in October.**  
**In April commission will high light some work from deceased artist and advertise for the Festival of the Arts**

**Item 7.**

**FUTURE AGENDA ITEMS (NO DISCUSSION)**

- **Items for Festival**
- **BRATS**
- **Window Tribute**

**ADJOURNMENT:6:48PM**