



## MERIDIAN ARTS COMMISSION MEETING

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Thursday, July 10, 2025 at 3:30 PM

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### MINUTES

#### ROLL-CALL ATTENDANCE

<input checked="" type="checkbox"/> Lizzie Taylor	<input type="checkbox"/> Patrick O'Leary
<input checked="" type="checkbox"/> Bridget King, Vice Chair	<input checked="" type="checkbox"/> Bobby Gaytan
<input type="checkbox"/> Shaun Muscolo	<input checked="" type="checkbox"/> Seoyoon Song
<input type="checkbox"/> Brecken Bird, Chair	<input type="checkbox"/> Jay Smith
<input checked="" type="checkbox"/> Crystal Paulson	

City Staff Cassandra Schiffler (Arts and Culture Coordinator), Sarah Alford (Arts Assistant), and Emily Kane (Deputy City Attorney) were present.

#### ADOPTION OF AGENDA [ACTION ITEM]

L. Taylor moved to adopt, and B. Gaytan seconded.

All ayes.

#### APPROVAL OF MINUTES [ACTION ITEM]

1. **Approval:** Draft Minutes From the June 12, 2025 Meridian Arts Commission Meeting
2. **Approval:** of Draft Minutes From the June 26, 2025 Special Workshop Meridian Arts Commission Meeting

L. Taylor moved to approve, and B. Gaytan seconded.

All ayes.

#### NEW BUSINESS [ACTION ITEMS]

3. **Review and Recommend:** Proposed Initial Point Gallery 2026 Schedule ~ Sarah Alford, Arts Assistant [ACTION ITEM]

S. Alford presented the proposed 2026 IPG schedule (see attached).

B. King stated she is very excited about the new schedule. C. Paulson shared that she liked the mixed media title for the first individual group but suggested combining something with landscape and animals. B. Gaytan wondered if we were notifying people who were not

selected. S. Alford replied that they will receive e-mails as soon as possible. C. Paulson questioned if we should start saving a percentage of spots for individuals since so many groups applied. C. Schiffler responded, saying we probably won't since many end up applying in groups anyways. L. Taylor wanted to clarify that there is a difference between an entity and a group, where an entity is usually non-profit organization. B. Gaytan wondered if we are giving feedback to applicants. C. Schiffler stated that we are only providing feedback if they ask for it. L. Taylor wondered if we should make an amendment to the application guidelines that says, "all work should be completed in the last couple of years." C. Schiffler responded that is something we can consider for next year.

B. Gaytan motioned to approve the schedule and L. Taylor seconded.

All ayes.

4. **Review and Adopt:** Proposed Meridian Arts Commission Bylaws; Recommend City Council Ratification ~ *Emily Kane, Deputy City Attorney* [ACTION ITEM]

E. Kane gave a presentation (see attached) on the new proposed Bylaws. C. Paulson wondered if this is related to a presentation given a few months ago on rewriting something. E. Kane said those changes were adopted in the Spring and this is a follow-up to that.

B. Gaytan motioned to adopt the bylaws. C. Paulson seconded the motion.

All ayes.

## **REPORTS** [ACTION ITEM]

5. **Initial Point Gallery Exhibits:** ~ *Lizzie Taylor, Commissioner*

- Current Exhibit: BOSCO's "Dusty Chaps and Cowboy Hats: Idaho's Ranching and Rodeo Heritage"
- Upcoming Exhibit: Brecken Bird, Nikita Budkov, and Reba Robinson (3D) "Myths and Morals" (Opening: Tuesday, August 5, Host: Bridget King)

L. Taylor thanked everyone for participating in the scoring for Initial Point Gallery.

6. **Events:** Concerts on Broadway, Art Party, Art Week ~ *Cassandra Schiffler, Arts and Culture Coordinator*

C. Schiffler reminded everyone the first Concerts on Broadway is this Saturday. She asked if anyone would be available to help P. O'Leary with the boards for the Public Art Survey. She stated that we will have many art classes during Art Week, instructed by community artists and one by Arts Assistant: S. Alford. B. Gaytan stated he would like to help brainstorm some ideas for next year.

7. **Discuss Public Art Master Plan Public Outreach and Engagement Efforts:** Meridian Fine Arts Festival Public Engagement Booth Recap, Survey Response Update, and Future Public Engagement Efforts

There have been 119 completed responses for the Public Art Survey. The survey was discussed in the Parks and Recreation commission meeting and C. Schiffler will present the survey at the Chambers meeting. The survey was placed in the city newsletter, BOSCO

newsletter, and more. L. Taylor and C. Schiffler will present at Touchmark and the senior center on the survey and the Meridian Arts Commission.

**8. Public Art Updates:** Public Art Master Plan, Traffic Boxes, "Safe Passages" Public Art in the Linder Road Median, Community Center Public Art, Public Art Walking Tour Brochure ~ *Cassandra Schiffler, Arts & Culture Coordinator*

C. Schiffler stated we are in the outreach and engagement phase of the Public Art Master Plan. A workshop is tentatively planned for October, but there are no fixed details. C. Schiffler shared she has been incredibly pleased with the public art consultant, and the plan is going well. C. Schiffler stated she received a maintenance report from the traffic box cleaner, and she has yet to review it. However, ones that are peeling, or gone will be replaced with the new art. C. Schiffler said MAPS funds will be providing the projects in the community center. The welcome murals are going to be painted, rather than the porcelain enamel or steel pieces, and in the future, as budget and time allows, they could be done in the porcelain enamel. Around half the projects have been prioritized and should be done at completion and opening of the community center. A subcommittee would be good to look at this project more in depth when that time comes.

C. Schiffler wondered if anyone on the commission would be interested in leading Public Art Walking tours. B. Gaytan asked what the time commitment would be. C. Schiffler stated that the trial run took about an hour. She said there can be a lead person and a secondary person. It is something to think about. B. Gaytan wondered if there was community interest in the walking tour and there is somewhere people can sign up. C. Schiffler responded saying, there hasn't been any feedback or responses so far since this is a new project and she wanted to check if commissioners would commit before advertising it to the public. C. Schiffler suggested doing it one time this year and then seeing how it goes from there. C. Paulson asked what days of the week would work. C. Schiffler said weekend mornings seem to be the most popular for these kinds of things, not during business hours. L. Taylor stated she is leaving a permanent postcard for the survey at the Idaho Fine Arts Gallery.

**NEXT MEETING - AUGUST 14, 2026**

**ADJOURNMENT [ACTION ITEM]**

B. Gaytan motioned to adjourn. C. Paulson seconded.

All ayes.

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**Meridian Arts Commission 2025 All Commission Goals and Priorities**

Program monthly Initial Point Gallery exhibits, host opening receptions, market the gallery to the city and the community, market yearly Call-to-Artists, and serve as a selection panel for new exhibits.

Participate in the partnership with the Parks and Recreation Commission and staff to add theming and identity reinforcing art in Meridian parks and pathways. Focus this year on Fuller Park.

Engage the community through Art Week in 2025 and participate in programming and marketing events.

Participate in planning for new MAPS projects and future updates to the MAPS Public Art Workplan. Focus on the creation of a new Public Art Master Plan.

Increase inclusive programming through representation of diverse populations and marketing to underserved and underrepresented populations

Support Concerts on Broadway Series in 2025.

Maintain existing Traffic Box Series; select WASD artworks, recommend locations, and use Call-to-Artists to commission installation of new traffic box wraps.

Support youth performing arts programs through partnership and fiscal support of youth performing arts projects.

Plan to present the 2026 biennial Tammy de Weerd's Awards in the Arts

# Initial Point Gallery

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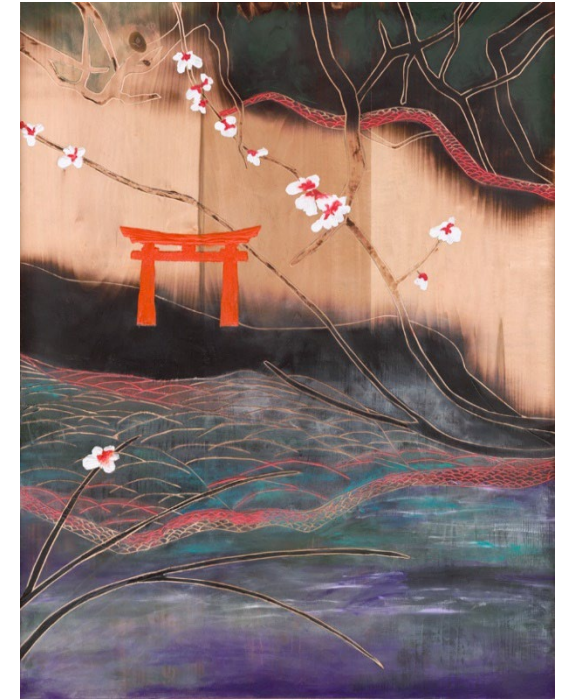
2026 Proposed Draft Schedule 7/3/25



February 3, 2026  
February 27, 2026

*5 person show (title?):*

Stephen Aifegha, Laurel Macdonald, Lawrence Manning,  
Gretchen Weitemier, Leslie Jay Bosch (3D)

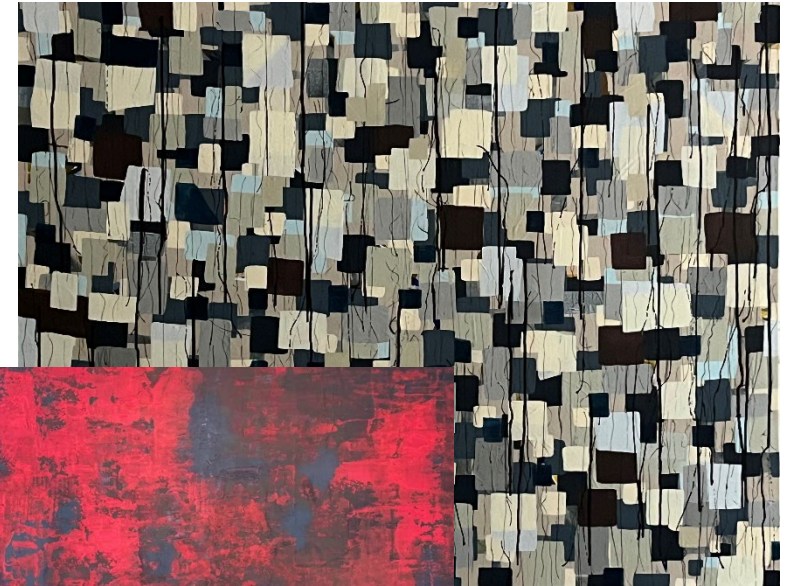




March 3 2026 –  
April 3 2026

## ***Abstraction: Five Perspectives***

Gia Strang (3D), Joelle Ater, Lauren Theim,  
Nicole Hitchcock, Sara Hill

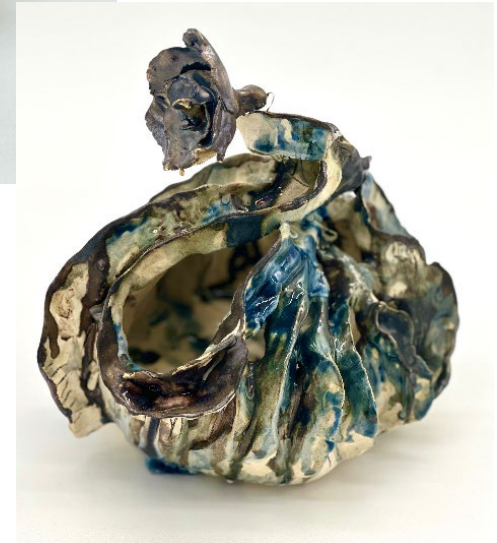
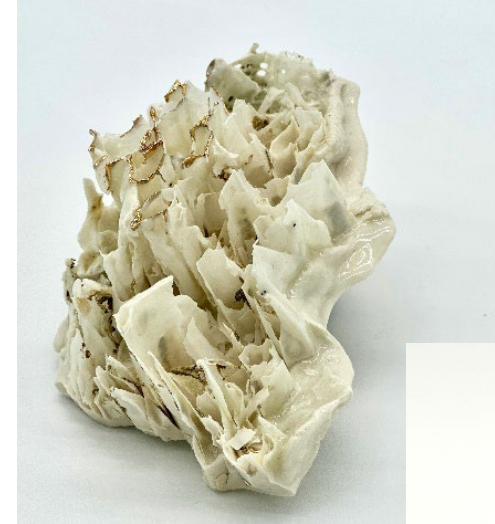




April 7 2026 –  
April 24 2026

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***Field Studies: Interpreting the West:***  
Lisa Flowers Ross, Clementine Zenner (3D)





April 28 2026 –  
May 15 2026

***“Framed”:***  
***West Ada School District Show***

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Images shown are from WASD's exhibit  
at Initial Point Gallery in May 2024



May 19 2026 –  
July 31 2026

***The Pursuit of Happiness***  
Boise Open Studios Collective Organization  
(BOSCO)



Images shown are from BOSCO's exhibit at Initial  
Point Gallery in 2025

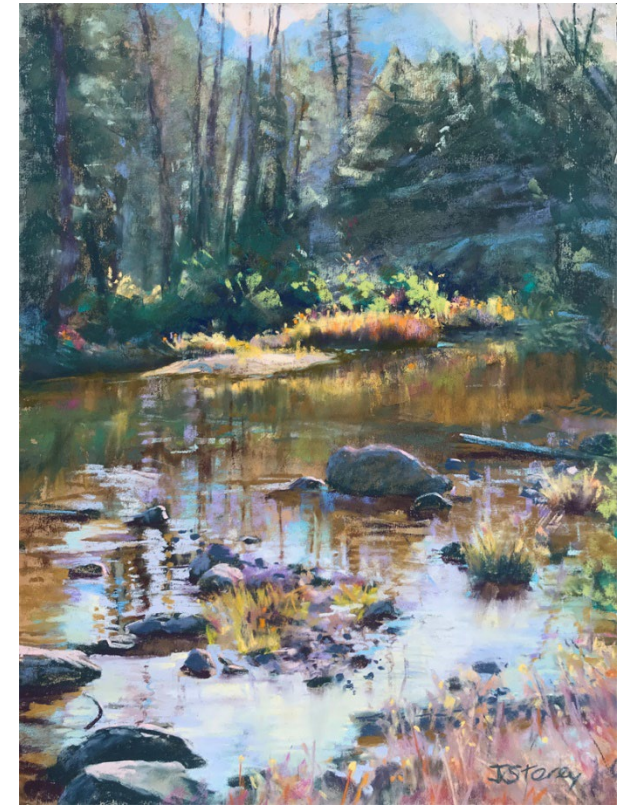
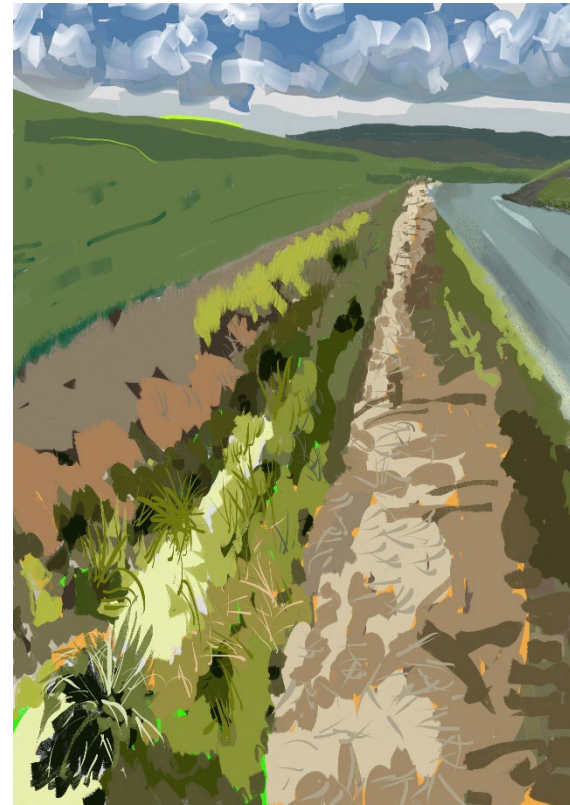


# August 4 2026 – August 28 2026

## ***With Water:***

Betty Mallorca, Claire Remsberg, Jennifer Mangiantini (3D),  
Jill Storey, Joyce Green, Tony Morse

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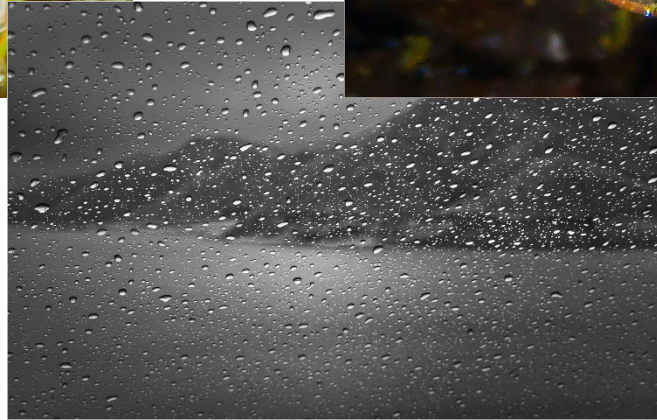
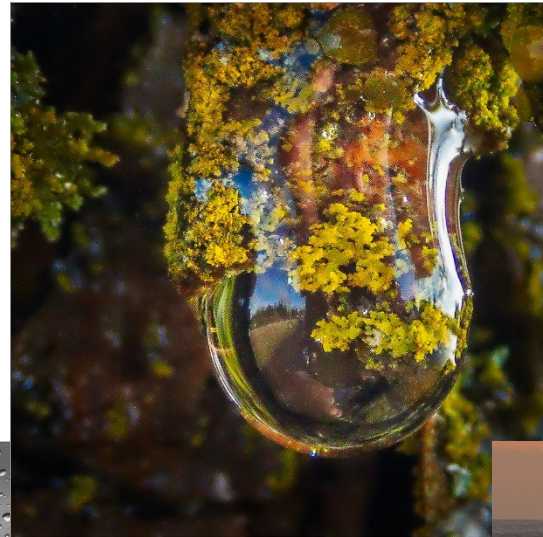
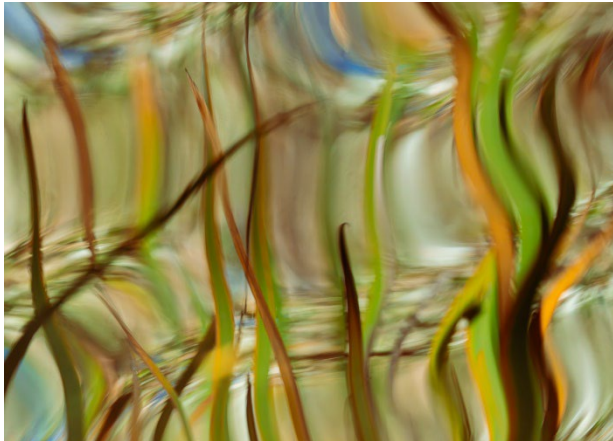


# September 1 2026 - October 29 2026

***Water:***

Boise Camera Club, (Mandy Henebry)

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# November 2 2026 – November 27 2026

*5 person show* **Title**

Pamela Trail, Beth Trott, Amy Jean Smith, Bruce Tarbet,  
Rolland Fletcher (3D)

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December 1 2026 -  
January 29 2027

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*Stay Golden:*  
Treasure Valley Artist Alliance



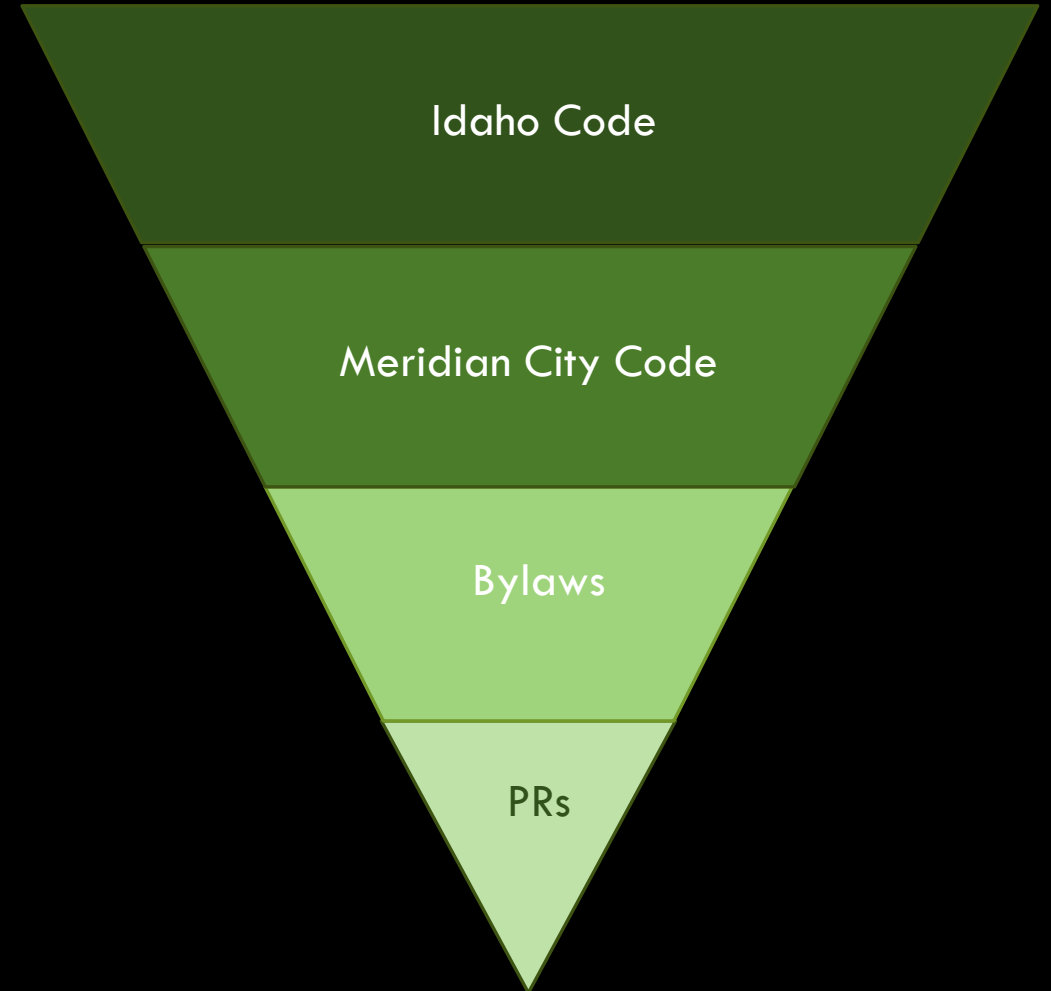


# MERIDIAN ARTS COMMISSION BYLAWS

Emily Kane, Deputy City Attorney  
July 10, 2025

# GUIDING DOCUMENTS

- Idaho Code: Provides authority for cities to create commissions
- City Code: Establishes commission + duties and responsibilities
- Bylaws: Framework for convening meeting and conducting business
- Parliamentary rules: Procedures for communicating and making decisions during a meeting



# IDAHO CODE

- Idaho Code § 50-210: “The mayor and council shall have authority to appoint such boards, commissions and committees as may be deemed necessary or expedient to assist the mayor and council in better carrying out the responsibilities of their offices.”
- Responsibilities, duties and authority of commission enumerated by city ordinance





# CITY CODE

- Purpose of commission
- Commission duties and authority
- Commissioner qualifications
- Date, time and place of meetings (to allow annual meeting notice per Idaho Code § 74-204(1))



# BYLAWS

- Officers' election, responsibilities, terms
- How agenda is prepared
- How meetings are conducted
- Who prepares meeting minutes
- How subcommittees are established
- How voting works



# PARLIAMENTARY RULES

Parliamentary rules establish procedures for communicating and making decisions during a meeting:

- May speak only when recognized by the chair
- Actions are taken by motion, second, discussion, vote
- Statement, amendment of motions
- Officer election process





# EFFECTUATION OF BYLAWS

- Meridian City Code § 2-1-1(C)(2): Each advisory commission shall adopt bylaws for the proper conduct of the commission's business. All commission bylaws are subject to approval by the Mayor and City Council after recommendation by the Commission.
- MAC adopted latest version in 2015
- Ratified by City Council on January 12, 2016
- City Council Resolution no. 16-1110
- Proposed draft today = 5th iteration

CITY OF MERIDIAN RESOLUTION NO. 16-1110

BY THE CITY COUNCIL: BIRD, BORTON, CAENER, MILAM, PALMER, ZAREMBA

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF MERIDIAN APPROVING THE BYLAWS OF THE MERIDIAN ARTS COMMISSION AS AMENDED ON DECEMBER 10, 2015, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Meridian City Code section 2-2-4(B), at its meeting on December 10, 2015, the Meridian Arts Commission voted unanimously to recommend to City Council that it approve the "Bylaws of the Meridian Arts Commission as Amended on December 10, 2015," attached hereto as *Exhibit A*;

WHEREAS, the City Council of the City of Meridian deems the approval of such bylaws to be in the best interest of the City of Meridian in that they facilitate the efficient operation of the Meridian Arts Commission;

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MERIDIAN CITY, IDAHO:

Section 1. That the City Council of the City of Meridian hereby approves the Bylaws of the Meridian Arts Commission as Amended on December 10, 2015, attached hereto as *Exhibit A*.

Section 2. That this Resolution shall be in full force and effect immediately upon its adoption and approval.

ADOPTED by the City Council of the City of Meridian, Idaho, this 12<sup>th</sup> day of January, 2016.

APPROVED by the Mayor of the City of Meridian, Idaho, this 12<sup>th</sup> day of January, 2016.

APPROVED:

Mayor Tammy de Weerd

ATTEST:

By:

Jaycee Holman, City Clerk  
SEAL

# PROPOSED BYLAWS

## ARTICLE I: Purpose

- Purpose of the bylaws – framework for what happens at meetings

## ARTICLE II: Officers

- Chair and vice-chair
- Sitting vice-chair automatically nominated for chair at annual elections
- What to do if chair or vice-chair leaves the commission

# PROPOSED BYLAWS

## ARTICLE III: Meetings

- Staff will send a meeting reminder to commissioners
- Quorum = majority of appointed commissioners
- Order of business
- Staff prepares the agenda in consultation with Chair
- Chair runs the meeting and invites speakers
- Staff prepares minutes
- Chair, with commission's approval, establishes subcommittees
- Voting is done out loud (no secret votes)

# PROPOSED BYLAWS

## ARTICLE IV: Amendment of Bylaws

- Commission may recommend updates to bylaws

## ARTICLE V: Adoption and effective date

- Date of adoption; effective upon ratification by City Council (via resolution)



# NEXT STEPS

- Commission votes on whether to recommend approval of proposed bylaws
- City Attorney's Office will forward a proposed resolution to City Council for approval
- New bylaws in effect

