

Waukegan Park District
Jack Benny Center for the Arts
Cultural Arts Advisory Committee Meeting
August 31, 2017
12:00pm meeting
Jack Benny Center
39 Jack Benny Drive, Waukegan, IL 60087

- I. Call to Order
George Bridges, Park District Commissioner, called the meeting to order at 12:05pm

- II. Roll Call
In attendance were George Bridges, Park District Commissioner; Jay Lerner, Executive Director; Claudia Freeman, Superintendent of Cultural Arts; Ty Rohrer, Cultural Arts Supervisor; Bryan Escobar, Cultural Arts Specialist; Elizabeth Fallon, Department Support Aide; Harry Came, President of the Waukegan Historical Society; Jane Waller, Waukegan Arts Council; Myra Gaytan, University Center; Lisa May, 7th Ward Alderman; Bucky Halker, Academic, Music Historian, Folk Singer, Song Writer; Roxanne Swanson, JBC Instructor

- III. Purpose of Committee-Claudia Freeman
Outlined in previous meetings the purpose of this committee is to let you know about what has happened in the past six months and what we are looking to in the future plus respond to questions and concerns.

- IV. Strategic Plan-Claudia Freeman
All Cultural Arts staff submitted annual goals that are updated on an ongoing basis. You can view the full Strategic Plan on the park district's website.

- V. Updates on State and Local Agencies and Organizations- Claudia Freeman
 - A. Update on past Illinois Arts Council grant
 - \$8200 was received from the Illinois Arts Council for the 2015 grant
 - We have resubmitted 2016-17 FY budget numbers to update grant application. Organizations were informed to resubmit for future grant money which may cover multiple years going forward.
 - B. Update on Waukegan Arts Council
 - Waukegan Arts Council is seeking new members for the board and general membership.
 - The next ArtWise is in the planning stages for 2018 and will incorporate a health and wellness component and engage other community groups to participate.
 - C. Update on Lake County Art League
 - Upcoming art show theme is "Why We Do Art" with a narrative from each artist describing why they do art and what it means to them to be posted next to their art work.
 - D. Illinois Humanities Council Action Grant
 - Bryan is working with a new grant consulting firm which will specialize in writing grants specifically for arts, humanities and museums

- VI. Review of current Waukegan Park District Cultural Arts programs for 2017/2018
- A. Submitted the Cultural Arts programming “Pieces of the Past” and WPD’s relationship with the Historical Society for the Partnership Award for the Helen Doria Arts in the Park Award from the Arts Alliance of IL and the IAPD.
 - B. The park district is beginning the application process for a second Gold Medal Award with this submissions’ focus on fitness and wellness
 - C. Staff Report – Debra Carl – report given by Bryan Escobar
 - A new session of private music started this week. We have 8 instructors including Jacob Voigt, the new voice, instructor who just held a recital of his current students in the Schornick Theatre with a goal of drawing more students to lessons at JBC.
 - Our previous voice instructor, Jeff DeLay moved to Freeport to teach full time at the community college there. I am still looking for another voice, piano and violin instructor.
 - There were 117 Arts Park offered to the community, only 7 were cancelled due to weather and we reached 1643 people. This met and exceeded the goal of 100 Arts Park to celebrate the park district centennial.
 - Ryan Hughes, a previous dance instructor, is returning but I am still looking for at least one more dance instructor.
 - D. Staff Report – Ty Rohrer
 - Pieces of the Past has been very successful passing original goal of obtaining 10 completed pamphlets turned in with 26 turned in so far and the program continues through October 15. There have been some great stories of people including a new military family who enjoyed learning about and exploring all the parks. George Bridges added that participants that take a photo in front of a puzzle piece and bring it to the fire station will also receive a prize.
 - The Museum had an increase of 500 visitors over last year and an increase in the number of tours scheduled at the Museum. Over 1000 students were reached from outreach programs. Total programs for the year was 180, and increase of 50 programs which is due in part to adding the additional Specialist position.
 - The WWI exhibit “Sweetheart Mine” will go through Nov 11 and then will be turned into an online exhibit.
 - Harry Came added that he has been pleased with the positive response on social media with participants getting their photo taken in front of the Museum when they complete the Pieces of the Past.
 - Harry informed all of the Tour of Homes, handing out this year’s pamphlet, that the Historical Society will be celebrating 50 year anniversary in 2018, and appreciation for the ongoing support from the park district.
 - Claudia expressed appreciation with the ongoing collaboration with the Historical Society
 - E. Staff Report – Bryan Escobar
 - Online program for current WWI exhibit – geared more towards middle school students. This will allow the subject and stories to keep going after the exhibit comes down in November.
 - Looking into the possibility of offering a program for the public or for the schools on the idea of Curator for a Day (Junior Curator), gives participants an opportunity to create their own “exhibit” based around an object. They tell the story about the

object and how it should be displayed. Gives kids a chance to take ownership of something inside a museum and allows them the opportunity to see that the museum field is for anyone.

- Added a new walking tour this summer. On social media it drew lots of interest, but had a low turnout of one person. We thought running it at the start of an Art Walk would draw in people, since the tour ended at Genesee and Water, but next time the tour will be held in the AM. On the flip side we just held a walking tour this past weekend (Historic Homes of Sheridan Road) and had 45-50 people attend.
- For Makerspace: At the moment we have a 3D printer, vinyl cutter, computer kits, LEGO's, K'NEX, perler beads, Makey Makeys. Currently working on creating a policy for the 3D printer (how much to charge and how it can be "used" by general public.) Reached out to Pat Cosgrove for additional resources.
- Claudia added that Marc Jones is helping with a middle school teacher connection for additional resources.
- Adding crochet classes to Bowen Heritage Circle for Fall and Winter – beginner classes with different projects in between.
- Claudia added that the weaving classes taught by Carol Kappenheim will continue at JBC and she recently took one of the three day workshops that was wonderful.

F. Updates on Capital Improvement Projects from previous meeting-Claudia Freeman

- New Maker Space equipment is portable and can be taken other locations to reach the most number of people. Bevier Center is a location being considered. This would be easier than arranging and/or paying for transport to JBC.
- New blinds have been installed throughout JBC
- Concert Piano Benches and keyboards for group lessons are being ordered.
- New Popcorn Machine has been purchased to take to park district special events to sell popcorn for fundraising for Concert Call
- Interior Painting and Drapes in Lilac Cottage will be completed this year
- An Inflatable Movie Screen has been researched and is not feasible
- The Museum porch has been painted
- Restroom renovations at JBC and new water fountain will be done this fiscal year
- JBC basement water proofing will be happening as well as other building structure issues are being looked at
- In response to the discussion at the previous meeting regarding low audience attendance this is a common experience throughout the area and not just at JBC.

VII. Discussion – questions, comments, and concerns

- A. Claudia gave an update on local art events including ArtWise 2018, Lake County Art League Why We Do Art exhibit, Art Fair on the Square in Lake Forest, Fall lineup of events at Genesee Theater, 3 Brother's Theater events, and the Cultural Arts Department's 2017-2018 Concert series, Tour of Homes, Day of the Dead, and Oakwood Cemetery Walk
- B. Claudia addressed questions and suggestions from the last meeting to for a theater bus increase the theater experience for youth and this may be incorporated into next year's Arts Park program. A bus would be cost prohibitive but some sort of theater experience may be

incorporated into Arts Park. Throughout the year Compass Creative Dramatics offer free workshops and a fee based summer camp for youth.

- C. Jay gave an update on GOWaukegan and the Lake County Health Department Be Active initiative to get people active and walking 30 minutes a day. Studies show that lower income people have increased numbers of health issues so this is an important initiative for Waukegan. The first GOWaukegan event was in May with events schedule each month. The next event will be at the George Bridges 5K Run.
- D. Jay gave an update on the Belvidere Park renovation which will include renovating the pool, removing the administration building and adding picnic shelters, splash pad and playground. This project is projected to be completed in May 2019. Other park and playground improvements include Clearview Park, Yeomen Park, Adelphi Park and Country Lane Park.
- E. Jane Waller from the Waukegan Arts Council expressed appreciation of the Waukegan Park District for Claudia's involvement on the WAC board as well as the small grant awarded. Jane explained further the focus and theme of ArtWise 2018 is fitness and wellness to align with the current county initiative and encourage community groups to use this theme in their activities to help deliver the message of health and wellness. Jane stated that the Dance Showcase in June drew an audience of 500 people and was very successful.
- F. Myra Gaytan informed the group of the Fiestas Patrias in September and that it is a family event and a good place to get information out to a large group of people. She also suggested sending home flyers and information with summer camp participants. Her daughter was in summer camp and as a mother she would have welcomed information about upcoming programs and events.
- G. Claudia congratulated Myra Gaytan on receiving her PhD in Administration and Higher Education.
- H. Bucky Halker informed the group that there are small individual arts grants available to provide money for staff training and conferences or new program startup money. He also mentioned the Arts Tour Roster is available again with help to pay for performers.
- I. Claudia gave an update on national arts information related to the resignation of the membership of the President's Committee on the Arts & Humanities.

VIII. Closed Session - No Closed Session due to lack of a quorum

IX. Meeting Adjourned at 12:55pm. No board action was taken at this meeting

Next meeting March 29, 2018

Please mark your calendars for the 2018/2019 meetings (5th Thursday of the month) March 29, 2018, August 30, 2018 and March 28, 2019.

Waukegan Park District
Jack Benny Center for the Arts
Cultural Arts Advisory Committee Meeting
August 31, 2017
6:00pm meeting
Jack Benny Center
39 Jack Benny Drive, Waukegan, IL 60087

- X. Call to Order
Claudia Freeman, Superintendent of Cultural Arts, called the meeting to order at 6:05pm
- XI. Roll Call
In attendance were Pat Foley, Park District Commissioner; Claudia Freeman, Superintendent of Cultural Arts; Ty Rohrer, Cultural Arts Supervisor; Bryan Escobar, Cultural Arts Specialist; Elizabeth Fallon, Department Support Aide; Dave Fletcher, Music Educator; David Motley, City of Waukegan; Jamie O'Meara, Betsy Stiles, and MaryFran Troha, Concerned Citizens
- XII. Purpose of Committee-Claudia Freeman
Outlined in previous meetings the purpose of this committee is to let you know about what has happened in the past six month and what we are looking to in the future plus respond to questions and concerns.
- XIII. Strategic Plan-Claudia Freeman
All Cultural Arts staff submitted annual goals that are updated on an ongoing basis. You can view the full Strategic Plan on the park district's website.
- XIV. Updates on State and Local Agencies and Organizations– Claudia Freeman
- E. Update on past Illinois Arts Council grant
 - \$8200 was received from the Illinois Arts Council for the 2015 grant
 - We have resubmitted 2016-17 FY budget numbers to update grant application. Organizations were informed to resubmit for future grant money which may cover multiple years going forward.
 - Bucky Halker informed committee and the 12pm meeting that he also received his 2015 grant monies.
 - F. Illinois Humanities Council Action Grant
Bryan is working with a new grant consulting firm which will specialize in writing grants specifically for arts, humanities and museums
 - G. Waukegan Historical Society – Ty Rohrer
 - Oakwood Cemetery Walk is September 9 and this year's theme is the Waukegan Park District Centennial
 - Tour of Homes is in the fall this year on October 1
 - H. Claudia gave an update on national arts information related to the resignation of the membership of the President's Committee on the Arts & Humanities.
 - I. The Waukegan Park District received the Distinguished Agency Award and will be submitting for a second Gold Medal Award
 - J. Update on local arts events at 3 Brother's Theater, Genesee Theater, Ravinia, ArtWauk
 - K. Update on Waukegan Arts Council

- Waukegan Arts Council is seeking new members for the board and general membership.
 - The next ArtWise is in the planning stages for 2018 and will incorporate a health and wellness component and engage other community groups to participate.
- L. Update on Lake County Art League
- Upcoming art show theme is “Why We Do Art” with a narrative from each artist describing why they do art and what it means to them to be posted next to their art work.
- XV. Review of current Waukegan Park District Cultural Arts programs for 2017/2018
- G. Staff Report – Debra Carl – report given by Bryan Escobar
- A new session of private music started this week. We have 8 instructors including Jacob Voigt, the new voice, instructor who just held a recital of his current students in the Schornick Theatre with a goal of drawing more students to lessons at JBC.
 - Our previous voice instructor, Jeff DeLay moved to Freeport to teach full time at the community college there. I am still looking for another voice, piano and violin instructor.
 - There were 117 Arts Park offered to the community, only 7 were cancelled due to weather and we reached 1643 people. This met and exceeded the goal of 100 Arts Park to celebrate the park district centennial.
 - Ryan Hughes, a previous dance instructor, is returning but I am still looking for at least one more dance instructor.
- Pat Foley made a correction in the previous meeting minutes to change the name listed as Judy Klein to Amy Clyne
- H. Staff Report – Ty Rohrer
- Pieces of the Past is the Historical Societies gift to the park district in celebration of the 100th anniversary and has been very successful passing original goal of obtaining 10 completed pamphlets turned in with 26 turned in so far and the program continues through October 15. There have been some great stories of people including a new military family who enjoyed learning about and exploring all the parks. A photo taken in front of the piece at Fireman’s Memorial Park and shared on the park district facebook page can retrieve a prize at the Fire Department.
 - The Museum had an increase of 500 visitors over last year and an increase in the number of tours scheduled at the Museum. Over 1000 students were reached from outreach programs. Total programs for the year was 180, and increase of 50 programs which is due in part to adding the additional Specialist position. Looking at 5 year totals there were 40,000 visitors to the museum, 759 out reach programs reaching 25,000 kids. Pat Foley suggested getting this information on the website
 - The WWI exhibit “Sweetheart Mine” will go through Nov 11 and then will be turned into an online exhibit.
 - Dandelion Wine Fine Arts Festival had the same number of vendors with about 1300 attendees which is lower attendance for this festival but the scattered showers may have played a role in lower attendance. The vendors gave positive feedback on their survey and reported good sales.
- I. Staff Report – Bryan Escobar

- Online program for current WWI exhibit – geared more towards middle school students. This will allow the subject and stories to keep going after the exhibit comes down in November.
- Looking into the possibility of offering a program for the public or for the schools on the idea of Curator for a Day (Junior Curator), gives participants an opportunity to create their own “exhibit” based around an object. They tell the story about the object and how it should be displayed. Gives kids a chance to take ownership of something inside a museum and allows them the opportunity to see that the museum field is for anyone including the diverse groups in Waukegan.
- Added a new walking tour this summer. On social media it drew lots of interest, but had a low turnout of one person. We thought running it at the start of an Art Wauk would draw in people, since the tour ended at Genesee and Water, but next time the tour will be held in the AM. On the flip side we just held a walking tour this past weekend (Historic Homes of Sheridan Road) and had 45-50 people attend.
- For Makerspace: At the moment we have a 3D printer, vinyl cutter, computer kits, LEGO’s, K’NEX, perler beads, Makey Makeys. Currently working on creating a policy for the 3D printer (how much to charge and how it can be “used” by general public.) Reached out to Pat Cosgrove for additional resources.
Pat Foley suggested having items in the maker space for younger children and also liked Bryan’s comments about reaching out to minority groups.
- Adding crochet classes to Bowen Heritage Circle for Fall and Winter – beginner classes with different projects in between.
- Working with a new consulting firm who specializes in writing grants for the arts and humanities to obtain funding for an oral history project in the future.

J. Updates on Capital Improvement Projects from previous meeting-Claudia Freeman

- We have reached out to Pat Cosgrove, Waukegan High School Physics Teacher, for additional resource for the MakerSpace
- New Maker Space equipment is portable and can be taken other locations to reach the most number of people. Bevier Center is a location being considered. This would be easier than arranging and/or paying for transport to JBC.
- New blinds have been installed throughout JBC
- Concert Piano Benches and keyboards for group lessons are being ordered.
- New Popcorn Machine has been purchased to take to park district special events to sell popcorn for fundraising for Concert Call
- Interior Painting and Drapes in Lilac Cottage will be completed this year
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- The Museum porch has been painted
- Restroom renovations at JBC and new water fountain will be done this fiscal year
- JBC basement water proofing will be happening as well as other building structure issues are being looked at. It has been determined there is no mold in the building.
- In response to the discussion at the previous meeting regarding low audience attendance this is a common experience throughout the area and not just at JBC.

- K. Submitted the Cultural Arts programming “Pieces of the Past” and the WPD’s relationship with the Historical Society for the Partnership Award for the Helen Doria Arts in the Park Award from the Arts Alliance of IL and the IAPD.
 - L. Arts Alliance of Illinois primary focus has become the advocate for arts education. When arts program started being cut from education budgets in the 1970s there has become a generation of people who are now young adults and parents who do not have experience in the arts.
 - M. GOWaukegan and the Lake County Health Department Be Active initiative to get people active. Studies show that lower income people have increased numbers of health issues so this is an important initiative for Waukegan. This initiative started with Go Gurnee.
 - N. The Waukegan Historical Society and the WPD Board are joining together to start to move forward with a museum expansion. The museum expansion would provide better spaces and environment for the museum collections.
- XVI. Discussion – questions, comments, and concerns
- A. Betsy Stiles commented that the Cultural Arts Department is going in the right direction in getting the Arts to the people
 - B. MaryFran Troha commented that she has recently met some young families new to Waukegan who expressed they have been happy with the programming that they have found at the WPD and she also suggested utilizing teachers and principals as key people for getting information out to families in Waukegan.
 - C. Dave Fletcher inquired about the end of year picnic program. Ty Rohrer informed the group that they has a few classrooms come to Bowen Park for their end of school picnic and used them as test groups to try out various activities. The plan is to reachout to the school district with this program incorporating the things learned with the test groups to best meet the needs of the various classrooms and age groups.
 - D. Claudia complimented and encouraged all to come to the performance of the Compass Creative Dramatics theater camp production next summer. This past summer the camp did Peter Pan and the young people did an outstanding job.
- XVII. Closed Session - No Closed Session due to lack of a quorum
- XVIII. Meeting Adjourned at 7:06. No board action was taken at this meeting

Next meeting March 29, 2018

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