

MINUTES OF THE REGULAR MEETING
OF THE ART COMMITTEE
OF THE CITY OF SUNSET HILLS, MISSOURI
HELD ON MONDAY, APRIL 29, 2019

BE IT REMEMBERED that the Art Committee of the City of Sunset Hills, Missouri met at the Community Center in said City on Monday, April 29, 2019. The meeting convened at 7:00pm. The meeting was held at the Sunset Hills Community Center, 3915 S. Lindbergh.

ROLL CALL

Park Board

Present:

Drew Baebler	-Member
Peter Bruck	-Member
Doug McGuire	-Member
Marie Davis	-Member
Tim Jordan	-Member
Gerald Brown	-Director of Parks and Recreation

Guest: Daryl Rosen Huitt, Nora Vandivort

Absent: Dana Turkovic -Member

APPROVAL OF THE MINUTES

Ms. Davis made a motion to approve the March 25, 2019 minutes. Mr. Baebler seconded, unanimously approved.

Old Business

A. Sculpture on the Move

Mr. Brown updated the group that the new sculpture is in place -- looks great!

New Business

A. Wrap up of Makers Market

Mr. Brown gave a brief report that the event was a huge success, we believe we had approximately 1,500 people stop through. Things to work on/clean up/improve for next year:

-Traffic flow (create 1 entrance/1 exit)

- Shuttle bus – we requested smaller bus but not the larger one, we need smaller shuttle or go with different company.
- Shuttle bus must be ADA accessible, book time (1 hour before and after)
- Increase # of vendors
- Reconfigure ADA parking to accommodate van lifts.
- Wayfinding signage
- Have on hand (3) more tents than rented for the day
- Inspect and provide for tent weights, must be at least 50lbs.
- Provide (1) women to assist with cleaning of women's restroom
- Have plywood handy if weather is raining for sponsors to stand on.
- Charge food trucks to be here.
- Leave access under shelter to get to staircase
- Schedule staff between morning and noon and then 2- close
- Shorten time of event – maybe cut off at 4 or 5pm??
- Porta Potties – only need (4) not 8
- Purchase (1 or 2) Sunset Hills informational tent
- Contact local papers to be there
- Make sure sales tax is being charged.
- Wi-Fi for the site
- ATM machine rental
- Volunteer fill in for vendors, check on them throughout the day.
- Map for vendor space – send earlier in the week for them.
- Conduct survey of vendors
- Maybe tarp backside of tennis courts
- Sunset Hills info booth – have volunteers check in and get assignments.
- Location of Generator – move back farther.
- Date? – move to the following week – 1st week of May
- Counter – track attendance
- Provide more carts and dolly's

Mr. Brown provided a brief financial report – revenue \$9,875.00; expenses \$7,850.00.

NEXT MEETING DATE:

June 24, 2019 at 7pm – May meeting Cancelled due to Holiday.

ADJOURNMENT

Mr. Jordan made a motion to adjourn the meeting at 7:43p.m. Mr. Baebler seconded the motion, and it was unanimously approved.

**As submitted by,
Gerald Brown, Director of Parks & Recreation**