



Town of Clayton
Public Art Advisory Board Agenda
Tuesday, October 19, 2021 @ 5:00 PM
BB&T Room - Town Hall

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- a. Draft Minutes
 - September 21, 2021 DRAFT Minutes
[September 21, 2021 DRAFT Minutes](#)

POTENTIAL ACTION: Motion to Adopt Minutes

3. ACTION ITEMS

4. OLD BUSINESS

- a. Greenway Project Update
Presenters: Kim Helmer & Tammy Murray
- b. Mural Project Update
Presenter: Sara Perricone
- c. Trunk Art Program
Presenter: Sara Perricone

5. NEW BUSINESS

- a. 2022 Meeting Calendar
Presenter: Kimberly Moffett, Town Clerk
[2022 Calendar](#)

POTENTIAL ACTION: Approval of 2022 Calendar

- b. By-Laws Update
Presenter: Kimberly Moffett, Town Clerk
[PAAB Proposed By Law Changes DRAFT October 2021](#)

POTENTIAL ACTION: Approval of Updated By-Laws

- c. Town of Clayton Website
Presenters: Sara Perricone, Patrick Pierce (Economic Development Director) & Nathanael Shelton (Communications Officer)
- d. Christmas Banners
Presenter: Sara Perricone

6. PUBLIC COMMENTS

7. ADJOURNMENT

- a. **POTENTIAL ACTION:** Motion to Adjourn



Town of Clayton
Public Art Advisory Board Minutes
Tuesday, September 21, 2021 @ 5:00 PM
BB&T Room - Town Hall

BOARD MEMBERS PRESENT:

Sara Perricone, Chair
Tammy Murray
Kim Helmer
Raven Collins
Elizabeth McLaurin
Kathleen Nobles

STAFF PRESENT:

Joy Garretson, Library Director
Kimberly Moffett, Town Clerk
Heidi Holland, Deputy Town Clerk
Patrick Pierce, Economic Development Director

BOARD MEMBERS ABSENT:

John McFadden
Howard Manning
Clark Hipolito

1 CALL TO ORDER

- a) Ms. Perricone called the meeting to order at 5:00 p.m.

2 APPROVAL OF MINUTES

- a) Draft Minutes
- June 15, 2021 DRAFT Minutes

ACTION: Adoption of Minutes
Motion: Board Member Murray
Second: Board Member McLaurin
Vote: Unanimous

3 MEMBER INTRODUCTION

- a) Introduction of New Member
- Raven Collins
- Presenter:* Sara Perricone

Ms. Perricone introduced new board member Raven Collins. Ms. Collins is an art teacher at Thanksgiving Elementary School and comes to Clayton from Virginia. She stated she is very excited to be part of this board.

4 OLD BUSINESS

- a) Greenway Projects Update
Presenter: Kim Helmer

Ms. Helmer provided an update on the Greenway Project. She stated the polyurethane on some of the flowers did not adhere very well and some of the paint is melting away. She stated she would replace the flowers that are deteriorating with flowers with sponsors

listed on them. She stated there is a concern for long term wear and tear. She stated protocols were followed but she feels like these flowers are not holding up like other artwork has in the past. She discussed the process that was followed for these flowers, which included two coats of polyurethane, finished with an anti-graffiti paint. Also, the same brand of paint was used that was used in the past. Ms. Murray stated she has noticed paint chipping off as well as mildewing. There was discussion on the type of wood used and if that could possibly be an issue. It was suggested to take one of the flowers to Sherwin-Williams to get their opinion on what has happened and possibly what could be done in the future to prevent this.

Ms. Perricone stated we need to monitor the rest of the flowers. Ms. Helmer stated at the rate this is going, these flowers may not last the two years.

b) Parks and Recreation Update
Presenter: Tammy Murray

Ms. Murray discussed the idea shared with Parks & Rec. Department about a chalk event. She stated she offered to be the liaison between the two boards to organize this event. This idea has now taken a different direction that has not included this board. She stated she would love to collaborate with Parks & Rec. in the future in regard to a chalk event. Ms. Murray stated Ms. Perricone and Ms. Helmer organized the chalk event at the Fourth of July event and it was a success.

Some suggestions noticed from that event that may work better in the future, is to use a smooth concrete surface rather than a black surface.. There was mention of the space in front of The Yellow House that has a smooth concrete finish, this could be a fun collaborative between The Yellow House and this board. It was also mentioned there is smooth concrete in front of the Barbour House which would be a good location for future chalk events.

c) Mural Project Update
Presenter: Sara Perricone

Ms. Perricone stated Mr. Hipolito has been traveling the west coast and has not been able to work on the Crawford mural. He has been learning different techniques to build on his mural skills. Ms. Perricone stated Mr. Hipolito has talked to Scott Crawford and when he returns he would start back on this project, creating an entirely new design.

5 NEW BUSINESS

a) Hocutt-Ellington Memorial Library
Presenters: Sara Perricone and Joy Garretson

Mr. Perricone introduced Joy Garretson, Library Director, to the board. Ms. Perricone stated Ms. Garretson has brought so many exciting programs and events to Clayton and Hocutt-Ellington Library. One of the projects this board would like to collaborate with the library on would be to create boxes for schools that are filled with materials pertaining to art and to educate students on projects this board has created. Ms. Collins stated these boxes could be viewed as a virtual field trip. It was discussed to take a photo of a section of a sculpture on the Sculpture Trail and have student's find which sculpture the photo was taken from. This would be discussed further at the next meeting.

Ms. Garretson discussed her Backpack Kit programs with the board. She also discussed the Big Read Grant that was awarded to the library, and the events that would go along with that program. She went further into detail on the grant. She stated Maria Bunn, from the Chamber, asked if the library would be interested in organizing a children's tent at the Harvest Festival. This tent would tie in with the book from the Big Read Grant, *"The House on Mango Street"*.

Ideas for this tent suggested children could create an origami pattern which they could color and fold into the shape of a house. Another idea mentioned was to build a house out of words that children think of words that remind them of their house. A suggestion was made to use the wood structures already created that was used for projects "Before I Die" and "150 Things I Love About Clayton". This idea is still in the works. Ms. Garretson stated she would send out an email to get volunteers from this board to help out. Ms. Garretson stated she has a lot of ideas and would like to collaborate with this board.

- b) Upcoming Projects Discussion
Presenter: Sara Perricone

Ms. Perricone discussed the piano project that was discussed a couple years ago at a previous meeting. She stated she would like to bring that back to the table. Patrick Pierce, Economic Development Director, stated this was a project that occurred in his previous town Seattle, and it was a success. He stated he would offer any information on this to the board if they would like.

6 PUBLIC COMMENTS

7 ADJOURNMENT

- a) Motion to Adjourn

With nothing further, the meeting was adjourned at 5:52 p.m.

ACTION: Motion to Adjourn
Motion: Board Member McLaurin
Second: Board Member Helmer
Vote: Unanimous

Duly adopted this the 19th day of October, 2021.

Sara Perricone, Chair

ATTEST:

Heidi L. Holland, NCCMC
Deputy Town Clerk & Clerk to the Board

September 21, 2021
Minutes



TOWN OF CLAYTON PUBLIC ART ADVISORY BOARD 2022 MEETINGS

January 25, 2022*

February 15, 2022

March 15, 2022

April 19, 2022

May 17, 2022

June 28, 2022*

July 2022 – No Meeting*

August 16, 2022

September 20, 2022

October 18, 2022

November 15, 2022

December 2022 – No Meeting*

Meetings are held on the THIRD Tuesday of the month at 5:00 p.m. in the BB&T Room in Town Hall located at 111 East Second Street, unless otherwise noted.*

In accordance with NC GS 143-318.10, this is an official meeting of the board and is open to the public.

ADOPTED BY TOWN OF CLAYTON PUBLIC ART ADVISORY BOARD: OCTOBER 19, 2021

WWW.TOWNOFCLAYTONNC.ORG

Town of Clayton Public Art Advisory Board By-laws

Mission

The mission of the Public Art Advisory Board of the Town of Clayton is to

- Enhance public spaces and facilities through incorporation of art and artful design,
- Advise on the acquisition and collection of public artworks owned by the Town, and
- Annually report to the Town Council on all matters related to public art

Public art is defined as any form and medium of visual art in public space. Public art shall exclude architecture, landscapes and site design unless the Town of Clayton chooses to incorporate an artist or art concepts into the building or open space design. Public art in Clayton may be permanent or temporary, and may be the result of collaboration among artists and designers or artist-initiated projects.

Public Art Advisory Board Roles and Responsibilities

1. Public Art Advisory Board: Defined by the Public Art Advisory Board resolution.
The Board will advise on the acquisition, loan, placement, maintenance, display and disposal of public art and artworks contracted for, placed on, erected on property of the Town of Clayton, or become the property of the Town through acquisition or otherwise or in the custody of the Town by loan or otherwise. No public art or artworks shall be acquired, loaned, or installed nor shall existing public art or artworks be de-accessioned or removed from public places without a review by the Advisory Board.

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2. Appointments: Members of the Public Art Advisory Board shall be appointed by the Clayton Town Council. Membership shall consist of nine (9) regular members. The ~~Mayor will appoint a staff member Town Manager, Deputy Town Manager, Cultural Arts/Clayton Center Executive Director, the Mayor~~ and/or member of the Town Council shall serve as ex-officio members of the Board with full rights of participation except authority to vote on matters before the board.
3. Terms: Terms for all members shall be for three (3) years and terms may be renewed; ~~one (1) time consecutively. No person shall serve more than two (2) consecutive full terms; however, appointments to unexpired terms shall not count towards this limitation and persons may be reappointed to the Board following two completed terms once a single year has elapsed since last service on the Board.~~ Initially ~~upon create of board~~ three members ~~shall be were~~ appointed to a one-year term, three members ~~shall be were~~ appointed to a two-year term, and three members ~~shall be were~~ appointed to a three-year term. All appointments thereafter shall be for three years. Terms will run on a calendar year.
4. Election of Officers: Officers terms will run on a calendar year, with election of Officers taking place each year at the Board's November meeting or at another time when necessitated by vacancy. The following Officers shall be appointed upon majority vote of the membership present at an official meeting: Chair and Co-

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~~Chair~~Secretary. Members should state their desire to run for office at the October meeting. Officers may succeed themselves.

5. Duties of Officers:

1) Chair: The Chair shall preside at meetings and shall retain full voting rights. The Chair shall make appointments to special and standing committees of the Board. The Chair may call a special meeting with a minimum of 48 hours notice to the membership in accordance with NCGS (North Carolina General Statute) 143.318.12. The Chair shall serve as ex-officio member of all standing committees. The Chair, in conjunction with ex-officio Town officials and/or the Communications Director, shall serve as exclusive spokespersons on behalf of the Board for all contact with the media.

2) Co-Chair: The Co-Chair will serve in the absence of the Chair with all the same authority/rights of the Chair.

~~Secretary: The Secretary shall take the official minutes. Draft minutes will be provided to Board members within two weeks after regularly scheduled meetings.~~

6. Qualifications of Members: Members may be individuals who have special knowledge, interest or experience in the arts, key business leaders, design professionals, educators and civic and community activists.

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7. Meetings and Reporting: The Public Art Advisory Board will meet monthly according to an adopted calendar. In the event that no business is pending and no agenda developed a meeting may be cancelled except that no more than 2 consecutive meetings may be cancelled. Special meetings may be called by the chair or upon written request from the majority of the body in accordance with applicable rules and guidelines.

Meeting minutes will be provided to the board for approval and will be retained in the office of the Town Clerk.

The Board shall make periodic reports to the Council on its activities, goals, and accomplishments at least once per calendar year.

All members are expected to attend regular and special meetings. Failure to attend three consecutive meetings without prior notice of absence may result in removal from the Board and shall require no action beyond notification to the Town Council of the need for appointment to an unexpired term.

Business of the Board shall only take place in the course of an official meeting. An official meeting shall only take place in the presence of a quorum at regular scheduled or properly called special meetings.

8. Resignation and Removal: Resignation of Board members must be provided in writing. Board members may be removed by unanimous vote of remaining members or by Council action.

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9. Quorum: A quorum is defined as 5 or more regular members present at one time.
10. Changes to By-laws: ~~With majority vote of the membership, proposed c~~Changes to the by-laws shall be ~~submitted to the Clayton Town Council made by a majority vote of the membership following for~~ review and consent ~~of the Clayton Town Council.~~
11. Establishment of Special Committees: The Chair may, as needed, establish standing or special committees without necessity of revision to or amendment of the by-laws.
12. Conflicts of Interest: Any conduct that creates an appearance of impropriety or may otherwise impair a Board member's judgment in the selection of a project site, finalist, or artist is prohibited. The Chair and/or Town Council may ask a member to relinquish his/her position should a member engage in such conduct.

In addition, anyone in a position to receive financial gain from the selection of artists will be ineligible to serve on a selection panel. Panelists must declare any conflict of interest and excuse themselves from discussion of said project if a conflict of interest arises.

Members will declare any conflicts of interest at any point during the public art selection process and refrain from discussing or voting on any component of the process in which they may have a conflict of interest.

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13. Other topics: The Town of Clayton Public Art Advisory Board is established by and serves as an advisory board to the Town of Clayton. The Board shall continue to serve and exist unless and until official action is taken by the Town Council to abolish or modify the Board. No action other than majority vote of the Clayton Town Council shall have the effect of abolishing or otherwise ending the purposes, duties, responsibilities, or authorities of the Board.

~~Duly adopted this 3rd day of September 2013, while in regular session.~~

ATTEST:

Sherry L. Scoggins, MMC
Town Clerk

Jody L. McLeod
Mayor

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