

## **Provincetown Cultural Council**

June 1, 2015 6:00 pm

Provincetown Town Hall

### Minutes

Present: Grace Ryder-O'Malley (chair), Donald Whitcomb, Francine D'Olimpio, Judy Cicero, Robert Speiser and Brian O'Malley (clerk)

Excused: Cherie Mittenthal, Bragan Thomas

There were no public comments.

Minutes of May 19, 2015 were approved as distributed.

#### Provincetown AIDS Memorial:

We agreed that all who responded to the ROEI will be thanked, acknowledged as added to our mailing list, and invited to make a submission to the RFP when that goes out.

A long review of the Draft RFP ensued. We agreed to incorporate these conceptual decisions:

- require that the work should be unique, designed and built specifically for this memorial
- proponents must detail the number of all public outdoor installations completed or in process
- make explicit that the selected monument will not have individual names
- ask for a narrative Vision Statement in the application.
- require "Complete drawings or renderings of the proposal..."
- we will work with the Town and others to assemble an existing site plan for the RFP
- ask about the proposed approach to working with the community, should the proposal reach the finalist stage
- make clear that the deliverable will be the completed work, delivered to the site, ready for final installation by the Town. The lead sentence will seek "proposals from qualified artists, artist collaboratives, architects and landscape architects to design and execute, a unique, site-specific Memorial..."
- anticipate that the Art Commission and the AIDS Support Group would be involved in the selection of finalists, from the RFP
- agreed to set a budget of \$100,000, as now seems achievable
- expect that the winning selection must be able to commit to the contracted budget and timeline
- plan to set aside an amount of the available budget for an Honorarium for the artist(s). It is felt that \$10,000 would be a minimum acceptable amount, but the sense was that the number should be higher. No decision made. The remainder of the project budget would reimburse the artist(s) for production of the work, with appropriate invoicing- as would be detailed in the eventual procurement document.

We agreed that the scoring scale we apply to the final criteria might have a negative-to-positive 3 to 5 point matrix with a zero centerpoint. This will be considered as the RPF is revised.

#### Fundraising Events:

- 10K race 5/18/15; about 300 participants, Memorial gets a share
- Crown & Anchor will have our logo on July 4 banner
- Art Auction planned for June will rescheduled, possibly Columbus Day weekend. Chair will notify Film Festival.
- Masthead Deck Fundraiser Weds. July 1 4-6 pm. Play reading by Thomas and others, suggested donation will be \$20. Will need food and refreshments donated.

-Women Innkeepers considering a Women's Week event, no decision yet

Grant Process Reports:

-Grant Recipient Reception Tues July 7 5-7 pm

-The painted trash barrels are out on the streets and look great!

-Mid-East Film Festival completed.

Other:

Ryder-O'Malley indicated that she would be stepping down as Chair when her successor is chosen, on the recommendation of the MCC, for leadership turnover on local councils.

Meeting adjourned 7:55 pm

Next meeting June 15, 6:00 pm