

Executive Committee
Minutes
February 20, 2018

In attendance: Brent Norsman (chair), Rebecca Dohe (vice chair), Wayne Janik (treasurer), David Ginople (secretary), Pamela Maass (executive director), Sam Choudhury (SSA program manager), Hans Kumler (SSA program specialist)

1. SC reports on meeting with Chicago Sculpture Exhibition (CSE) on 2/16/18. Arts committee to review sculpture options and make selections/determine locations for installations at next committee meeting. CSE will make final decision for city-wide sculpture installations at the end of March.
 - a. HK will arrange for third payment installment for artist Mike Helbing, who is beginning fabrication of “Wicker Tree” sculpture.
2. HK/SC received additional city ordinances for planters along Milwaukee Ave
 - a. SC will invite all sub-committee members and commissioners to 3/8/18 transportation committee meeting for a formal brainstorming session hosted with Thirst Communications, in order to submit feedback for Phase I (Design) of the project.
 - b. SC will arrange for check for 50% of contract (design phase totaling \$20k) to be paid and work to commence.
3. The committee discussed the WPB Ambassador program guidelines for final review and will work towards initiating program. HK will order vests for ambassadors to wear while on shift.
 - a. BN reported on a potential project to help increase sales for WPB’s independent retailers.
 - b. SC reported on conducting a workshop in 2018 for business owners in WPB to help them with visual merchandising, in an effort to help support more sales for these businesses.
4. HK ordered 100 additional tree tags from Transit Tees to be prepared for Arbor Day on 4/27/18. The design this year will feature more “tree facts” and updated logos for our partners with Bartlett Tree Experts.
 - a. HK discussed funding opportunity for EPA Educational grant and will work with Bright Beat to develop plan for WPB with regard to this grant funding.
5. The committee discussed payment for graphic designer Gina Murphy, who developed rebranding of SSA logo. The SSA will revisit this project in the future and will pay Gina for the work completed to this point.
 - a. HK/SC will work to find a source for purchasing of additional gnomes in 2018. These will be placed in the community in conjunction with a TBD project focused on Arts/Architecture in WPB.

Motion 1: *On behalf of the Promote Committee, to approve funding not to exceed \$5,000 from line item 1.10 (community grants) to fund Collaboraction’s 2018 Community Grant Application.*

Motion 2: *To approve funding not to exceed \$30,000 from line item 5.05 (general safety and security programs) to fund WPB Ambassador*