

**Parkland College
Applied Center
Champaign, Illinois
CDB Project Number 810-074-018
October 7, 2013
9:30 a.m.**

Fine Art Review Committee Meeting Minutes

Attendees

Lawrence Hall, City of Champaign
Robin Hall, Champaign County Board
Randy West, BLDD
Jim Zimmer, Illinois State Museum
Kris Young, Parkland Community College
Lisa Costello, Parkland Community College
Cathy Stalter, Parkland College
Jim Bustard, Parkland Community College
Linda Norbut Suits, Capital Development Board

- Ms. Suits began the meeting at 9:30 a.m. by distributing the sign-in sheet. Introductions were made.
- Ms. Young and Ms. Stalter gave a brief explanation of the space that will house the art, the preferred locations, and how the space will be used. The space for the artwork is a public space and is constantly used by outside groups for meetings, receptions, and talks. It is also a gathering space for the students.
- Ms. Suits explained the disposition of the maquettes created by the artists for their design proposals. State regulations give the Illinois State Museum right of first refusal.
- Ms. Suits explained the portfolio book. The committee is to ignore any reference to other projects as artists are not required to submit new materials for each project.
- Ms. Suits also answered questions about the type of artwork that will be suitable for the space the requirement that the piece be “non-permeable.”
- Ms. Suits explained the pre-proposal meeting that the A/E, user, CDB project manager, and artists attend so that the technical aspects of the project can be explained. All information must flow through CDB. Artists are not allowed to contact the A/E or user without explicit information

- Ms. Suits reviewed the project budget and discussed the selection criteria with the committee. She explained that the committee could select more than the three artists required by legislation but every additional artist will cost the project budget \$1,000.
- The committee began reviewing the portfolio materials. After discussing the merits of each artist the committee decided to add an additional artist to the list and selected the following four artists to be placed under contract to create specific design proposals for the project.
 - Jim Bachor
 - Heather Hancock
 - Jason Messinger
 - Jason Peot
- The committee members signed the selection memo while Ms. Suits explained the project timeline and the next steps
- The meeting adjourned at 11:40 p.m.