



CITY OF UNIVERSITY CITY
REGULAR MEETING OF THE MUNICIPAL COMMISSION ON ARTS & LETTERS
Heman Park Community Center . 975 Pennsylvania
Thursday, July 11, 2024 . 7:00 pm

1. Call to Order / Roll Call
2. Citizens' comments: General comments may be made prior to agenda beginning. Citizens must make written request to speak on specific agenda items as items are addressed (Note: Comments are limited to 5 minutes).
3. Treasurer's Report
4. Staff Liaison Report
5. Council Liaison Report
6. Committee Reports
 - Calendar Art
 - Finance
 - Literary
 - Marketing
 - Public Art
 - Returning Artists
 - Starlight Concerts
7. New Business
 - QR Code
 - Commission Binder Review
8. Old Business
 - Starlight Concert Contract Update
 - Delmar Harvard Mosaic Murals
 - Proposed Sculpture Project – Karen Elshout
9. Announcements
10. Adjournment

Please Note: An attempt will be made to keep all agenda items and presentations to no longer than 10 minutes.

Enclosures: Draft of Minutes – June 13, 2024; Draft – Starlight Concert Contract

**Please note: If you are unable to attend, please contact Staff Liaison, Lynda Euell-Taylor by or before Noon
Thursday, July 11, 2024
314.505.8525 or 314.505.8625 or email: letaylor@ucitymo.org**



REGULAR MEETING OF THE MUNICIPAL COMMISSION ON ARTS & LETTERS

Heman Park Community Center, 975 Pennsylvania

Thursday, June 13, 2024 – 7:00 PM

Members Participating: Sophia Allen, Karla Brown, Marcie Dear, Grace Fitter, A'isha Hedges, Carol Jackson, Richard Massey, Eleanor Mullin, Olivia Steely, Charlene Temple, Larry Williams, Meg Zelenovich

Absent: Linda Jones, Marian Reed

Also participating: Staff Liaison: Lynda Euell-Taylor and Council Liaison: John Tieman

Meeting called to order at 7:05 p.m. by Commission Vice President Dear

Minutes: Motion by Ms. Allen to approve May 2024 minutes; seconded by Mr. Williams; all approved.

Presentation: University City resident and artist Karen Elshout provided a Public Art Proposal and Installation Request in writing and explained her hope of loaning the City one of her sculptures. Metal sculptures are 6-8' tall, spray painted and bolted to concrete. Discussion followed re: cost of installation, location. Ms. Mullin and Ms. Zelenovich will respond to Ms. Elshout by email.

Citizens Comments: No Citizen Comments.

Treasurer Report: Ms. Mullin provided a detailed 2-page report and shared that Starlight had a total deficit of \$5,608.81. Motion by Mr. Williams to approve Treasurer Report; seconded by Ms. Brown; all approved.

Staff Liaison Report: The pool is open. Four badges are being order and 2 binders.

Council Liaison Report: Welcome Mr. Tieman former Arts & Letters President now Councilman.

Committee Reports:

- **Calendar:** Ms. Steely shared a list of writers to be highlighted in the upcoming calendar. Concern about photo rights were expressed. Ms. Steely and Ms. Zelenovich will submit calendar materials by July 5. A back-up plan was suggested: Arts & Letters as a theme with photos and descriptions from Literary events, Public Art, Returning Artists and Starlight Concerts, perhaps 3 of each.
- **Finance:** No Report.

- **Literary:** Ms. Mullin provided details about the Sunday, October 20, 2024 literary event in the high school library. Hoping to honor Poet Mary Jo Bang. Others considered include Mary Troy and Pattiann Rogers.
- **Marketing:** No Report.
- **Public Art:** Ms. Allen shared with Mr. Tieman about the Loop providing art requests 1 to 2 months in advance.
- **Returning Artist:** Ms. Brown requested help with this project. Ms. Fitter will meet to narrow the list of artists. The reception will take place on a Wednesday in November.
- **Starlight Concert:** Mr. Massey shared concerns about lack of toilet paper and soap in the restrooms at the last concert and also that benches were missing. Mr. Williams volunteered to check on these items the day before. Discussion followed about the Tuesday music concerts, banner location and contracts. Ms. Mullin made a motion to table the discussion about contracts until the next meeting. Seconded by Mr. Williams: all approved.
- **New Business:** No New Business.
- **Old Business:** No Old Business.
- **Announcements:** No announcements.

Adjournment: Motion by Ms. Mullin; seconded by Ms. Brown; approved by acclamation.

**MUNICIPAL COMMISSION ON ARTS AND LETTERS OF UNIVERSITY CITY
CONTRACTUAL AGREEMENT**

This Agreement is made and entered into this 11 day of **January 2024** between the Municipal Commission on Arts and Letters of University City, Missouri, and **Anita Jackson**.

1. The Municipal Commission on Arts and Letters of University City, Missouri, agrees to pay **Anita Jackson** for its entertainment services, the sum of **\$1700 (One Thousand Seven Hundred Dollars and No Cents)**.
2. The starting date and time for services hereunder shall be **Monday June 10, 2024 at 6:30 PM** and the ending date and time for services hereunder shall be **Monday June 10, 2024 8:30 PM**. Set up will begin at 4:30 PM and must be completed by 6:00 PM to begin performing promptly at 6:30 PM. All music (including encores) must end at 8:30 PM.
3. Payment for performance will be made to the contract holder at first intermission.
4. It is hereby mutually agreed and acknowledged that **Anita Jackson** is an independent contractor in all respects hereunder, and is not an agent, officer or employee of the City of University City, the Department of Community Development-Recreation Division, or Municipal Commission on Arts and Letters of University City in the performance of the services called for by this agreement.
5. **Anita Jackson** agrees while providing the services stated in this contractual agreement that he/she shall not discriminate on the basis of disability in the provision of these services. He/she further agrees to comply with the Americans with Disabilities Act of 1990 (ADA).
6. It is further agreed that the services called for by this Agreement are personal services and **Anita Jackson** shall not, under any circumstances, assign this contract to a third person without the prior written consent of the Municipal Commission on Arts and Letters of University City, the City of University City or the Department of Community Development-Recreation Division.
7. **Anita Jackson**, its agents and employees, agree to hold the City of University City, the Department of Community Development-Recreation Division, or Municipal Commission on Arts and Letters of University City, its officers, officials, employees, volunteers, agents and representatives, harmless from any and all injuries, accidents or losses of any type sustained by **Anita Jackson** its agents and employees, including but not limited to any worker's compensation claim, which may arise out of participation.
8. **Flirt** shall not be liable for any electrical charges incurred due to this event. Sound Engineering will be provided by Profound Sound Live. All questions/inquiries will be made directly to Profound Sound Live (314.973.9245).
9. If inclement weather cancels the performance in advance of set up, the Municipal Commission on Arts and Letters of University City shall remit **Flirt** fifty percent (50%) of the fee for services. If inclement weather interrupts the performance, the Municipal Commission on Arts and Letters of University City shall remit **Flirt** one-hundred percent (100%) of the fee for services.
10. Use of any alcoholic beverages or drugs by **Flirt** before and/or during the performance is prohibited.
11. **Flirt** may sell CDs and/or DVDs or other recorded means of their music before or after the performance, however, any performing member of the group may not sell the above during the performance.

Concert questions and/or concerns should be addressed to Concert Chairpersons, Richard Massey,
314.862 1550 or [redacted]