



**Warrensburg Arts Commission
Strategic Planning Meeting
Agenda
January 7, 2023
10:00 am-noon
Conference Room 3
Warrensburg Community Center
445 East Gay Street
Warrensburg, MO 64093
Zoom option available**

1. Call to Order
2. Roll Call
3. Establish Quorum
4. Approval of Agenda (Motion/Discussion)
5. Approval of November Minutes (Motion/Discussion)
6. Budget Overview
7. Overview for Strategic Planning
 - a. WAC accomplishments from FY20-22
 - b. WAC Mission and City Code
 - c. City's Strategic Planning Processes
 - d. 2020 WAC Strategic Plan
 - e. Other city arts organizations' plans

Break

8. Discussion of WAC Strategic Planning
 - a. WAC five-year plan (FY23-28) could align with City process
 - b. Questions for discussion
 - i. What do you see as the future role of WAC?
 - ii. How much and in what way should we coordinate with the City goals and objectives?
 - iii. Should we update our vision and mission statement?
 - iv. Should we return to an "Art In Public Places" initiative for the city? Should we outline a different or additional long-term goal for arts in the City?
 - v. Should we establish a long-term Master Public Arts Plan as directed in the city ordinance?
9. Review of FY23 projects [*if time*]
 - Silent auction of local art at Dickens Christmas [*completed December 2022*]
 - Arts project to launch in April, possibly a rock painting project

- Airplane project linked to either the UCM airport hanger opening or Old Drum Day
- Float in the UCM Homecoming parade emphasizing kindness

10. Next Meeting - Monday, February 13, 2023, 5:00-6:00pm

11. Adjournment

Custodian of Records:
Jodi Schneider, City Clerk
660-747-9131
[Contact Form](#)

Warrensburg Arts Commission
November 14, 2022
Southeast Conference Room, City Hall
102 S. Holden Street, Warrensburg, MO 64093
Meeting Minutes

Meeting Attendees

- Voting Members: Sue Kraus, Allison Robbins, Steve Carter, Sarah Chamberlin
- Absent: Hannah Clark, Cindy Bechtol
- Ex-Officio: Marcella McCoy, Eddie Osborne

Call to Order, Roll Call, Establish Quorum

Meeting called to order at 5:00 p.m. Roll call was taken, and a quorum was established.

Approval of Agenda (Motion/Discussion)

Sue moved to approve the agenda, Steve seconded, and the motion carried unanimously.

Approval of Minutes (Motion/Discussion)

Steve moved to approve the minutes from the October meeting, Sue seconded, and the motion carried unanimously.

Updates

Marcella and Eddie had no updates from the City.

Allison reported that she had sent a press release to the *Star Journal* concerning the arts grants. The FY23 grant forms are now posted on the City website. Sarah indicated she would finish branding the grant rubric.

Allison sent an email to the school district seeking a Commissioner who had connections to the public schools. Thus far, no new applications have been received for the Arts Commission.

Election of Officers and Officer Tasks

Commissioners discussed the officer positions and presented a slate of officers: Allison Robbins - Chair; Steve Carter - Vice Chair; Sarah Chamberlin - Secretary; and Sue Kraus - Treasurer. Steve motioned to approve the slate of officers, Sarah seconded, and the motion passed unanimously.

Marcella noted that City Code does not require a treasurer, but that Sue could request budget information from her at any time.

Allison and Sarah will add Steve as an administrator on the Facebook page, and Allison will share the Arts Commission Google Drive with Sarah, so that she might have access to all files.

Discussion of Annual Calendar

Commissioners discussed a draft of the annual calendar distributed before the meeting. Allison will make suggested edits to the calendar and give to Sarah to create a Google Calendar of Arts Commission events.

During the calendar discussion, Commissioners also discussed these issues:

- the need to clarify parameters for the City Budget photo contest
- the desire to have a different spot at the downtown Art Walks

The Commissioner also settled on four projects for FY23

- a silent auction of local art at Dickens Christmas
- an arts project to launch in April, possibly a rock painting project
- an airplane project linked to either the UCM airport hanger opening or Old Drum Day
- a float in the UCM Homecoming parade emphasizing kindness

Kindness Art Project

Eddie apologized for not carrying out the Kindness Project for this November. The Commission agreed it was still an excellent idea and could shape the Commission's activities next November.

Paper Airplane Event

Steve is interested in pursuing the airplane building activity in conjunction with the new hangar at the Skyhaven airport. Sarah noted she would share contact information with Steve for relevant people at UCM.

Dickens Christmas Silent Auction

Commissioners discussed organization for the upcoming silent auction. Allison has two items for auction, and Sue has a woodcarving in the works. All commissioners are encouraged to find one item for auction. Sarah and Sue will be doing other tables at Dickens Christmas, which runs from 10:00am-3:00pm. Allison will request that the Arts Commission table is in the same location as or at least near Sarah's and Sue's organizations.

Items will need to have minimum bids and sheets for people to enter their bid. Checks or cash will be accepted for payment. Bids will close at 2:00pm, giving the winners time to pick up their items and pay. Allison will send brief organizational emails closer to the event.

Next Meeting

The Commission will not meet in December. The third Monday of January is a holiday, Martin Luther King, Jr. Day. Allison will conduct a poll to find a time in January when the Commission can meet for a longer session and planning retreat. Commissioners should watch their emails for further information.

Adjournment: Meeting was adjourned at 6:05 p.m.



WAC Accomplishments FY20-FY22

Administrative

- Located and organized existing WAC files on Google Drive
- Received training in city budget process
- Received training in the Sunshine Law
- Updated WAC grant forms and created a grant rubric
- Approved two WAC grants
 - MMA Fall show (9.15.21)
 - BinkBeats performance (1.26.22)
- Located existing large WAC banner for events
- Elected officers of chair, vice chair, secretary, and treasurer (11.14.22)
- Purchased of WAC tablecloth for events

Public Art

- Approved Warrensburg Main Street public art projects
 - Waterfall mural (9.8.20)
 - Sun mural (8.3.21)
 - Old Drum art (3.23.22)
 - Tile art (5.10.22)
- Approved City Photo Budget Contest in 2021 and 2022
- Approved restaining of “Downtown Vibrations” (5.10.22)

Events

- Ran First Friday Artwalks in 2021
- Organized J.C. Carter Sculpture Hunt in 2021
- Organized Paint With Your Dog in 2022 (~\$100.00 in revenue)
- Maintained booth at Artwalks in 2022
- Held Silent Auction at Dickens Christmas in 2022 (~\$300.00 in revenue)

Promotion

- Chair posted regularly on Facebook
- Trifold created to promote art in Warrensburg



WAC Vision and Mission Statements (last rev. 2011)

VISION: “Warrensburg aspires to be a community in which artistic diversity and excellence is celebrated, supported and available to all.”

MISSION: “The Warrensburg Arts Commission shall provide leadership for city government in supporting arts and cultural affairs by recommending programs and policies to enhance public awareness and appreciation of the fine and performing arts and by facilitating economic sustainability of the arts through various funding and resource opportunities that develop, sustain and promote artistic diversity and excellence in the community.”

City Code on Warrensburg Arts Commission

DIVISION 2. - WARRENSBURG ARTS COMMISSION

Editor's note— Ord. No. 4429, § 1, adopted January 12, 2009, repealed the former Div. 2, §§ 2-411—2-414, and enacted a new Div. 2 as set out herein. The former Div. 2 pertained to arts advisory board and derived from Ord. No. 2645, §§ 1—4, 4-22-91.

Sec. 2-411. - Establishment.

The Warrensburg Arts Commission is hereby created. The former arts advisory board is hereby dissolved.

(Ord. No. 4429, § 1, 1-12-09)

Sec. 2-412. - Membership and terms.

The Warrensburg Arts Commission shall consist of seven (7) persons to be appointed by the mayor with the advice and consent of the city council. Each will serve a term of five (5) years commencing October 1, or until their successor is duly appointed. The first commission shall consist of members with terms of one (1), two (2), three (3), four (4), and five (5) years, respectively.

(Ord. No. 4429, § 1, 1-12-09)

Sec. 2-413. - Qualifications.

Members of the commission shall not be required to live within the city, but shall be persons interested in arts within the city. At least three (3) members should have significant knowledge and demonstrated interest in the arts. At least one (1) member should represent the business and professional community. At least one (1) member should be selected from the Warrensburg R-VI School District and the University of Central Missouri, respectively.

(Ord. No. 4429, § 1, 1-12-09)

Sec. 2-414. - Purpose.

The commission shall establish and oversee programs related to public awareness of, accessibility to, participation in and support for arts and cultural activities in the City of Warrensburg.

(Ord. No. 4429, § 1, 1-12-09)



Sec. 2-415. - Powers and duties.

The commission shall have the following powers and duties pursuant to RSMo 67.755:

- (a) To report to and advise the city council regarding arts within the city;
- (b) To hold regular public meetings and maintain written minutes of its proceedings;
- (c) To solicit and oversee grants, gifts and donations from public and private sources for arts purposes;
- (d) To recommend city funding of, or participation in, arts and cultural programs and activities;
- (e) To facilitate and make recommendations for technical assistance and professional assistance to arts and cultural administrators and professionals;
- (f) To engage in planning and goal setting for future arts and cultural development;
- (g) To cooperate with other public and private entities to accomplish the purposes of the commission;
- (h) To exercise those powers delegated by RSMo 67.750 to 67.780, and as amended, consistent with its purposes set forth in this chapter; and
- (i) To establish committees for the oversight of specific projects or programs and to designate members of those committees that may be members of the commission or other qualified individuals, which committees shall report to the commission on their work.

(Ord. No. 4429, § 1, 1-12-09)

Sec. 2-416. - Meetings and reports.

The commission shall meet at least six (6) times per year regularly, or such other times as are called by the chair of the commission. Four (4) members shall constitute a quorum. The commission shall report to the city council after each meeting of the actions taken at such meeting and any recommendations to the city council. The commission shall establish such rules for conduct of their meetings as they deem appropriate and not inconsistent with law or ordinance of the City of Warrensburg.

(Ord. No. 4429, § 1, 1-12-09; Ord. No. 5444, § 1, 8-13-18)

Sec. 2-417. - Officers.

The commission shall elect from its membership a chair, vice-chair and secretary, each to serve for one (1) year or until their successor is elected. The chair shall preside at all meetings. The vice-chair shall preside in the absence of the chair. The secretary shall record the written minutes of the commission's meetings and deliver them to the city clerk for keeping with the records of the City of Warrensburg.

(Ord. No. 4429, § 1, 1-12-09)

Sec. 2-418. - Conflicts of interest.

For purposes of determining any conflict of interest for a commissioner, each department of the University of Central Missouri and each school facility of the Warrensburg R-VI Schools shall be treated as separate entities.

(Ord. No. 4429, § 1, 1-12-09)

Sec. 2-419. - Reserved.



One Percent for the Arts

Sec. 2-592. - One percent for arts.

(1)The annual CIP budget submitted to council for approval shall include a line item for each eligible capital construction project in an amount equal to one (1) percent of the total project construction cost for public art.

(2)The city shall establish a fund designated the public art fund, into which shall be placed the monies budgeted for public art at the time a notice to proceed is issued for construction of the CIP project.

(3)Monies in the public art fund will be expended under **the master public arts plan** for the selection, acquisition, commissioning, creation, installation, maintenance and administration of public artwork.

(4)The Warrensburg Arts Commission shall adopt policies and regulations from time to time governing their administration of the public art program, to be approved by the city council.

(5)The Warrensburg Arts Commission shall submit a proposed budget annually by May 1 for funds in the public art fund, which will thereafter be included in the city's annual budget document.
(Ord. No. 5060, § 1, 1-26-15)



Community of Warrensburg Community Investment Plan, 2021-2025

Transportation Expenses (p. 6)

Street Maintenance Program \$ 435,850

Curb and Sidewalk Program \$ 80,000

← *Could sidewalk areas be beautified?*

← *Could art highlight new bike and pedestrian paths?*

Maguire Street Striping and Signal Maintenance \$ 20,000

Pavement Marker Truck Mount \$ 20,000

Pavement Management Program \$ 60,000

Traffic Signal Control Monitoring Contract \$ 20,000

Bike Lanes Marking \$ 2,500

LED Traffic Signal Maintenance \$ 2,000

Financial Services \$ 3,150

One-Half Cent Sales Tax Expenses (p. 38)

Certificate of Participation Debt Payment \$ 1,342,420

Financial Services \$ 1,400

Fire Truck Lease Debt \$ 91,820

Disaster Recovery Servers Refresh \$ 140,000

GIS Stormwater Fees \$ 500

MS4 Annual Fee \$ 250

Transfer to Reserve \$ 220,110

← *Could art highlight the entrance signs on north and proposed south ends of Maguire?*

General Obligation Bonds

Hawthorne roundabout (p. 64)

← *Could art be installed in the center of the new roundabout?*



City of Warrensburg 2017-2022 Plan

From City Strategic Planning:

Goals are the general topics that most likely will involve multiple departments and encompass many objectives. Combining objectives within goals helps to ensure that activities covering similar areas are aligned to produce more effective and efficient results.

Objectives are multi-year in nature. The timeframe for achieving an objective is typically three to five years, although some will take longer to accomplish.

Strategies are the means to achieve the goals. The timeframe for implementing strategies can be within a single budget year, or may span several years depending on the specific program or size of the projects undertaken.

Infrastructure

Objective 1. Connect and Maintain City Sidewalks and Trails

Objective 2. Prepare an Infrastructure Investment Plan

Objective 3. Replace and improve aging infrastructure, aesthetics, and traffic flow in the Maguire Street corridor

Community Pride and Interaction

Objective 1. Engaging Communication via all forms of media

Objective 2. Increase regional partnerships for projects with multi-jurisdictional impact

Objective 3. Forge stronger partnership and increased support of UCM and Whiteman Air Force Base

Objective 4. Identify and promote projects that enhance quality of life in Warrensburg

Growth and Development

Objective 1. Improve and maintain rankings and ratings that result in community savings and efficiencies

Objective 2. Adopt City goals, policies and plans to support and encourage residential, commercial, and industrial growth

Objective 3. Educate the Community on future City developments

Objective 4. Update and implement new technologies

Regional Draw ← this one, see p. 40

1. Warrensburg Convention and Visitors Bureau (WCVB) continued focus to attract new events and enhance current events

2. Enhance culture of Warrensburg Heritage with events and themes

3. Enhance Warrensburg Arts [*see p. 7 for details*]

4. Develop City Owned Hawthorne Lots



City of Warrensburg

Reporting and Accountability (Status) Worksheet

Focus IV: Regional Draw							
Objective	Strategy	Responsible Department	Funded	Estimated Cost	Recurring Cost	Project Start	Projected Completion
1. Warrensburg Convention and Visitors Bureau (WCVB) continued focus to attract new events and enhance current events	Meet with hotel owners/managers to determine when rooms are vacant and work with community groups to fill rooms	WCVB Director	X	-	NO	FY17	Indefinite
	Increase sports tourism	WCVB Director	X	-	YES		Indefinite
	Increase grant writing to support WCVB efforts	WCVB Director	X	-	NO	FY17	Indefinite
	Foster partnerships with community organizations to attract sporting tournaments to the City	WCVB	X	-	YES	FY19	Indefinite
	Examine expected objectives, competencies, and priorities	WCVB Director	X	-	NO	FY17	FY18
	Continued focus to attract new events and enhance current events	WCVB	X	-	NO	FY20	Indefinite
	Work with City to support recruitment of businesses through increased tourism	WCVB Director	X	-	NO	FY17	Indefinite
2. Enhance culture of Warrensburg Heritage with events and themes	Determine our target market and develop a niche market	PIO	X	\$15,000	NO	FY17	FY18
	Support and grow Old Drum Days & Burg Dog Unleashed Art Project	WCVB Director/ Economic Development	X	\$700	YES	FY17	FY22
	Support WCVB's efforts to promote the phrase "Man's Best Friend", and Old Drum logo	Economic Development	X	-	NO	FY17	FY22
	Further promote Burg Fest and Dickens Christmas	PIO	X	\$100	YES	FY18	FY22
3. Enhance Warrensburg Arts	Enhanced promotion of the Burg Dog Unleashed Art Project	WCVB Director/ PIO	X	-	NO	FY18	FY22
	Create a map of Warrensburg with main attractions, art tours, and old home tours	WCVB Director/ Economic Development		-	-		
	Promote and grow the "Art on Loan" program	Arts Commission	X		YES	FY18	Indefinite
	Refocus the efforts of the Warrensburg Arts Commission	Arts Commission	X	-	NO	FY20	FY20
	Maintain WCVB tourism hub that encompasses all information about our community	WCVB Director/ Economic Development	X	-	-	FY17	Indefinite
4. Develop City Owned Hawthorne Lots	Promote the sale of City owned land	C. D / E.D. / City Manager	X	8% of Sale	NO	FY17	Indefinite
	Explore options for new businesses to locate to the Hawthorne area	C. D / E.D. / City Manager	X	-	-	FY17	Indefinite



Draft Strategic Plan FY23-FY28 for Discussion

Drawing from mission statement, priorities discussed at October 2022 meeting

Goal 1. Provide leadership for city government in supporting arts and cultural affairs.

Objective 1. Strengthen administrative procedures of Arts Commission

- Establish officers and responsibilities
- Create a calendar of events for Commission planning and think in terms of ‘quarters’
- Specify the minimum number and type of events that the Commission oversees

Objective 2. Educate the public about what the Commission is and what it does

- Have t-shirts made with a QR code
- *Others?*

Objective 3. Partner with existing non-profits and service organizations at City-wide events.

- Use the community center more strategically, given that the space is available to the WAC
- *Others?*

Goal 2. Recommend programs and policies to enhance public awareness and appreciation of the fine and performing arts.

Objective 1. Maintain current publicly owned art in the City

- Create and maintain inventory of City-owned art, with information for upkeep
- Share maintenance records with Parks and Rec

Objective 2. Create clear master arts plan and processes for a future 1% for the Arts

Objective 3. Make existing public art more accessible

- Create a webpage similar to what they have in [Lee's Summit](#)

Goal 3. Facilitate economic sustainability of the arts through various funding and resource opportunities

Objective 1. Establish consistent sources of income

- Regularly ask for at-will donations at events
- Hold an annual silent auction at Dickens Christmas

Objective 2. Establish a Warrensburg Art Fund (similar to the [Columbia Art Fund](#)) to ensure arts grants in perpetuity

Goal 4. Develop, sustain and promote artistic diversity and excellence in the community.

Objective 1. Promote and organize local arts events

- Oversee a calendar of arts events in the area
- Post “photo of the week” on the WAC Facebook page

Objective 2. Create spaces, education, and opportunities for citizens to make art locally

- Administer grants
- Fund “incubator spaces” for artists to work
- Bring art education to town and make it accessible
- Create a coloring book for Warrensburg (similar to [Neosho example](#)) in conjunction with WCVB



WAC Public Art Project Ideas

Current Projects (FY23):

1. Kindness Art Project - Suggested by Eddie Osborne
2. Silent Auction of local art at Dickens Christmas
3. Paper Airplane Making

Ongoing Brainstorming for Future

Service Collaborations

1. Petcasso (with **Warrensburg Animal Rescue or WCILS**) - Suggested by Sue Kraus
2. Music Event in Blind Boone Park (with **Warrensburg Friends of Music?**) - Suggested by Aerin Sentgeorge
3. Warrensburg Area Coloring Book (with **Warrensburg Convention and Visitors Bureau**)

Helping Community Make Art

1. Front-Yard Art Contest (with social media submission) - Suggested by Eddie Osborne
2. Christmas Tree Art Contest - Suggested by Lisa Earle and Eddie Osborne
3. [Make Music Day](#) (June 21) - Suggested by Allison Robbins
4. Rock Painting - Suggested by Sarah Chamberlin

Promoting Art in Warrensburg

1. Sculpture tour/walk to UCM campus and Children's Memorial park - Suggested by Rebecca Limback

Installing Public Art

1. Projected Art on Grain Elevator - Suggested by Sue Kraus
2. Public Art Mule Train Mural
3. Flower Boxes and Stain Glass Project - Suggested by Steve Carter
4. Graffiti Road Project - Suggested by Cristy Sartwell
5. [Sculpture on Loan Program](#) - Concrete Platforms - Suggested by Christian Cutler
6. Lighting Installation on Highway 13 Bridge - Suggested by Carla Maltas
7. Historic Model Train display - Suggested by Christian Cutler
8. Public Art Installation on City Property off Highway 50 (near Carlisle) - Suggested by Jeff Imboden
9. Kinetic Sculpture by [Missouri Artist](#) - Suggested by Aerin Sentgeorge
10. Wire/metal Sculpture of Dancer - Suggested by Steve Carter
11. Electric Boxes Design (vinyl wraps) - Suggested by Sarah Chamberlin