

**Nineteenth Amendment Centennial Committee
December 10, 2019 Meeting**

5:00-6:30 PM, Sophie Anastos Conference Room, City Hall, 2nd Floor, Cambridge, MA 02139

Members present: Marian Darlington Hope, Jane Kamensky, Kimberly Sansoucy, Kim Bernstein, Sarah Burks, Gail Willett, Vanessa Till Hooper

Staff present: Lillian Hsu, Hilary Zelson, Jennifer Mathews

- Discussed January 7, 2020 Community Meeting:
 - Opportunity to introduce project and Centennial celebrations to the public early in the process.
 - Timing will be difficult – less than a month away and right after the holidays; City Manager’s Office will promote and Committee members can engage their networks.
 - Artists will not be able to attend a community meeting until at least February. Can present information on the artists and their websites first.
 - Will provide January community feedback to the artists – can summarize or potentially have the meeting filmed.
- Reviewed four artist finalists:
 - Lillian Hsu provided brief biographies of the four artists selected by the Art Jury to develop proposals.
 - Just by coincidence, all four were born in different countries and two are going through the citizenship process now.
 - Jane Kamensky asked if the finalists responded specifically to the call to the artists for this project.
 - Lillian Hsu and Hilary Zelson explain that many artists saw the call but did not specifically update their Slideroom profiles in response. However, all were very excited about the opportunity and accepted the project enthusiastically. The value of the artists’ registry is that once an artist is in it, they are considered for all projects, and artists know that.
 - Lillian Hsu has had a preliminary site visit with all local artists but not the artists from California.
 - Relayed the Cambridge Historical Commission’s feedback during those visits.
- Discussed the February Community Meeting with the artists:
 - Lillian Hsu is still finalizing date with the artists; very difficult to lock down dates with all four artists – particularly both partners in the California group. February 12th looks most likely right now.
 - As soon as February date is set, Jennifer Mathews will let Committee members know and release other dates being held.
- Discussed distinctions between the January & February meetings and how to frame the January meeting:

- In January, present public with background information on the project, the public art process, and the 2020 celebration plans.
 - Use Historical Commission presentation, but remove example photos of other artwork.
- Get public feedback on: the topic generally; how Cambridge can speak to the issue of Women's Suffrage and enfranchisement; what kinds of stories should this artwork tell; what does the Cambridge Common mean to you; *rather than*: what should the artwork look like or who should this artwork depict.
- Important for the public to hear from members of the Committee rather than just city staff. Jennifer Mathews asked all members of the Committee to please let her know if they are willing to speak at the January meeting.
- Cambridge Arts is working on a press release about the four finalists; can incorporate information on the January meeting and flyer.
 - Lillian Hsu will circulate draft to the City Manager's Office.
- Will have media push now and again right before the meeting in January.
- Jennifer Mathews will circulate flyer and information to City staff, business and community organizations.
- February meeting with artists will then be Committee and public speaking with the artists directly.
- Discussed the RFP/Guidelines for artists and timeline:
 - Can circulate this document to the public at January 7th meeting for context.
 - Edits to guideline language proposed and timeline discussed.
 - Proposals due April 13, 2020.
 - Proposals will be displayed for 3-4 weeks. Will need display locations – potentially Harvard Square Kiosk, Public Libraries, City Hall Annex.
 - Proposals will also be displayed online and staff will develop feedback form for submitting electronically
 - Will also need to schedule late May/early June meeting for artists to first present proposals to the public, and then present to the Selection Committee.
 - Staff and Committee will try to schedule those meetings in the evening on back to back days to minimize travel issues for artists.
 - Committee members can come to both the public and the Selection Committee meeting if they prefer
 - Staff will attend the public meeting and summarize feedback for the Selection Committee
 - **Motion to approve RFP/Guidelines, as amended, seconded and approved.**
- Discussed artist selection process:
 - Selection Committee will consist of the Nineteenth Amendment Centennial Committee as well as anyone else who should be added.
 - Winning proposal will be selected after presentation in mid-late May.

- Proposal could then go before Historical Commission at a summer meeting.
- Sarah Burks will follow up with meeting dates.
- **Motion to approve October minutes seconded and approved.**

Next Steps

- January meeting:
 - Vanessa Till Hooper will revise flyer. Staff will circulate for feedback and resend final version for distribution.
 - Staff will send draft presentation slides for review.
- Staff will let Committee know ASAP when February meeting date is set.
- Staff will lay out timeline for remainder of the project and poll Committee on any key dates.
- Moving forward, regular meetings will stay on the first Tuesday of the month, but be moved up to 5-7pm rather than 6-8pm.

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