



ART SELECTION PANELS ROLES & RESPONSIBILITIES

ART SELECTION PANEL RESPONSIBILITIES

As specified in the City of Jacksonville Ordinance Code, Chapter 126, Part 9, the Art in Public Places Committee (APPC) shall, when deemed appropriate by, and as outlined in, the Art in Public Places (APP) Program Five-Year Plan for Program Development and Implementation, form Art Selection Panels (ASP) to make recommendations to the Committee on the selection of artwork.

PANEL MAKEUP

As designated in the Ordinance, each ASP will be composed of up to nine members: a Chair, who will be a member of and represent the APPC; a representative of the site selected for the art (Staff or Board member); architect or other design professional for the project, if available; two artists, art educators or art professionals; and one to three community representatives, at least one of whom shall reside in the planning district within which the art shall be sited. The artists or arts professional representatives will be selected from a list, maintained by the Committee, of interested and qualified individuals. The Chief Administrative Officer shall select a department representative to provide subject matter expertise and city process guidance, including but not limited to risk management, ADA compliance, and ordinance code compliance.

ASP CHAIR

By project, APPC members will serve as ASP Chairs when requested and will work with the APP Director and Project Manager to lead ASP meetings. ASP Chairs should be able to candidly educate the panel on art, the construction project, site details and the community. ASP chairs should also be willing to engage in debate and be able to judge their peers objectively while providing regular project and panel updates at APPC monthly meetings.

QUALIFICATIONS

ASP members must be residents of Duval county and meet the Ordinance described background qualifications as outlined above and have an interest in the arts and active role in the community. The ASP is a working panel and, as such, members must have time availability and leadership/management skills. ASP members will be compiled with cultural, racial and gender diversity as a criteria for qualifications. ASP members will agree to conduct their work in a fair manner and to be statesmanlike in the face of criticism.

CONFLICTS OF INTEREST

Whenever an ASP or APPC member has a financial or personal interest in any matter coming before the APPC or ASP, the affected member shall fully disclose the nature of the interest or withdraw from discussion, lobbying, and voting on matters coming before the ASP or APPC. Artists who will not be eligible for APP projects are: members of the project's design team, members of the APPC, ASP, Cultural Council of Greater Jacksonville (CCGJ) Board of Directors or staff. Artists serving on an APPC or ASP will not be considered for projects being reviewed during their tenure on such a committee or panel, but will be eligible for other projects being reviewed at another time.

PANEL TERMS

Full participation for the life of the ASP is encouraged for all panel members. ASP members may be requested to serve an additional term for projects with multiple phases.

MEETINGS AND TIME COMMITMENT

Art Selection Panel member expectations and meeting times will vary due to the scale and budget for each APP project. For example, some projects may be at least one year with an average of six public ASP meetings (1-3 hrs each). Participants may include artists, stakeholders, community members, city departments and other project related entities. Attendance to meetings for orientation, project updates and presentations, final installation and dedication ceremony is required.

ATTENDANCE REQUIREMENTS

Full participation for the life of the ASP is encouraged for all panel members. All members should attend meetings and participate on an individual basis to review artist applications and qualifications.

DUTIES

- Attend all ASP meetings and participate in associated public meetings
- Review the sites, themes and type of art appropriate for the project
- Participate in using the criteria and specifications of art as described in the Call for Artists
- Review budget allocations, methods of outreach and judging criteria
- Using project evaluation criteria, review all qualified applicants and narrow to semi-finalists using an online Café system
- Participate in the design and concept proposal review process and negotiations ensuring that public art is compatible with and which will enhance the architecture and general environment of the City (126.903)
- Participate in discussion which educates each ASP member on art and the details of the project including the community at ASP meetings for the selection of finalists and then for the acceptance of final designs
- Seek to ensure that at least 15% of the artists selected for purchase or commission will be resident(s) in the Greater Jacksonville Area (5-county) and will also encourage the selection of regional artists e.g. Florida and Southeastern US.
- Accept, reject or request modifications to project proposals
- Voting cannot occur without a quorum of five of the nine ASP members
- Make recommendations to the APPC for approval
- Attend public meetings for project updates, final installation and presentation

ART SELECTION; METHODS

Per Ordinance 126 Part 9, the ASP shall select artists and art work in one of the following ways:

- **Open Competition:** Requesting artists' submissions with specifications regarding local, state, regional or national scope
- **Limited Competition:** Inviting a small number of artists to respond with examples of past work or to prepare formal proposals, and selecting a specific artist based on these submissions
- **Direct Purchase:** Purchase of existing work and all rights thereto.
- **Invitational Commission:** Selecting a specific artist for direct commission

The Cultural Council will seek to ensure that at least 15 percent of the artists selected for purchase or commission will be resident(s) in the Greater Jacksonville area, (the counties of Duval, St.Johns, Nassau, Clay and Baker). The Cultural Council and the Art in Public Places Committee will also encourage the selection of regional artists e.g. Florida and the Southeastern US.

COMMUNICATION AND SUNSHINE, PUBLIC RECORDS AND ETHICS

ASP members will agree to abide by Sunshine, Public Records and Ethics laws. All Art Selection meetings are publically noticed and ASP members are prohibited by Florida Sunshine Laws to discuss the project together outside of a publicly noticed meeting. In most cases, a Cultural Council information page may be used as a platform for community outreach and dialogue including meeting minutes, project updates and curated public comment.

TRAINING AND DEVELOPMENT SUPPORT

ASP members will participate in an orientation session, written and verbal instructions will be provided and one-on-one support from staff is available as needed.

BENEFITS AND SKILLS DEVELOPMENT

ASP members will gain Art Selection Panel experience, learn about local, regional, national and sometimes international artists, participate in the public art process, gain experience in public meetings, participate in the legacy of permanent artwork in Jacksonville, and contribute to local arts advocacy efforts.