

**Public Art and Cultural Commission**  
**Public Art Maintenance Subcommittee**  
**Sharon Trammel, Chairperson**  
**9/26/13**

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**I. Purpose and Responsibilities of Subcommittee**

- 1) Serve in an advisory capacity to the Public Art & Cultural Commission.
- 2) Monitor and recommend the upkeep of the city's public art collection adhering to the directives of the current Repair Enhancement and Cleaning Rank Priority Lists.
- 3) Establish a maintenance schedule for cleaning and/or repair of pieces in the public art collection based on the Repair Enhancement and Cleaning Rank Priority List.
- 4) Assist staff in projecting budget costs for the required maintenance.
- 5) Assist staff with any maintenance emergencies.
- 6) Assist in coordinating volunteer training for cleaning pieces in the public art collection.
- 7) Assist staff in conducting an annual condition assessment of the collection.
- 8) Consider proposals from the Public Art and Cultural Commission and other subcommittees on activities associated with the Public Art Maintenance Subcommittee.
- 9) Report bi-annually or two (2) times per year to the Public Art & Cultural Commission.

**II. Term of Office:**

- 1) The chair and subcommittee members are appointed to a two-year term. The chair and members may serve up to two (2) consecutive two-year terms.

**III. Selection of Officers and Members:**

- 1) The officer of the subcommittee shall be the chair, and shall be appointed by the Public Art & Cultural Commission.
- 2) The chair, subcommittee members, Public Art & Cultural Commission and local members of the Asheville arts community may recommend subcommittee members.
- 3) The Public Art & Cultural Commission shall approve all subcommittee member appointments.
- 4) In the event of the resignation of the chair, the Public Art & Cultural Commission shall appoint a successor.

**IV. Staff Support:**

- 1) Administrative Services Manager in the Office of Economic Development

**V. Meeting Time and Frequency:**

- 1) The subcommittee shall meet quarterly or four (4) times per year.
- 2) Subcommittee members are expected to attend at least 75% of regularly scheduled quarterly meetings either in person or electronically. Any subcommittee member who fails to attend at least 75% of the meetings shall be removed from the subcommittee by the Public Art & Cultural Commission.
- 3) Additional meetings may be scheduled as determined by the subcommittee.

**VI. Composition of Subcommittee:**

- 1) Sharon Trammel, Chair
- 2) Robert Todd, Public Art & Cultural Commission
- 3) Grace Pless, Urban Trail Subcommittee
- 4) Bob Bennett
- 5) Steve Busey
- 6) John Shepherd