

Capitol Art Subcommittee Public Engagement Process Design

October 12, 2015

I. **Purpose:** The purpose of the public engagement process is to identify the general public's perspective on the role of art in the Capitol and their priorities on what to include. This information will inform the recommendations made by the Art Subcommittee.

II. **Timeline:** October-November 2015

III. Locations and dates

- Bemidji
- Duluth
- Rochester
- Mankato
- Metro area

IV. Host Role (logistical considerations)

With the support of the Subcommittee member assigned to the event, the host is responsible for the following:

- Identify and reserve venue
- Identify two volunteer note takers
- Conduct outreach

Hosts commit to extending personal invitation to a significant number of people in their community and recruiting those individuals to help spread the word. Hosts also commit to using local media, posting flyers, and using other methods to make the public aware of the event.

V. Design

a. **Welcome** (5 minutes)

- i. Review agenda
- ii. Conversation guidelines
 1. Be aware of how long you speak in order to ensure that all voices are heard
 2. Share not just your position but the why behind it
 3. Listen to learn, rather than planning a rebuttal
- iii. Share purpose in seeking feedback (i.e. input versus decision making)

b. **Introductions** (If 15 or less, otherwise introductions will take place in small groups) (10 minutes)

- i. Name
- ii. Why came to meeting

- c. **Overview and context** (10 minutes)
 - i. Power point or talking points will need to be developed on charge of committee, process of committee, current art in Capitol, etc

- d. **Vision Statement and guiding principles or questions** (10 minutes)
 - i. Balancing history with present or continuity and change
 - ii. Reflecting the perspectives and experiences of all Minnesotans
 - iii. Including tradition and shared values

- e. **Questions for feedback** (75 minutes)

If the group is 15 or less, the format will be to ask each question and then go around hearing from each person without interruption or dialogue. Once each of the questions has been answered there will be an open discussion. Two individuals should be taking notes during both the go-arounds and open discussion.

If the group is larger than 15 individuals then small groups of approximately 8 individuals will be formed and will follow the above format. Each table will need two volunteer note takers.

- i. What do you think of the vision statement? Do you agree or disagree?
- ii. Of the five purposes for art in the Capitol which are your top two priorities and why?
- iii. In general, what type of art would you like to see in the Capitol?
- iv. Since the 1940's an official portrait of each Minnesota Governor has been placed in the Capitol. These portraits have, over time, become a key part of the Capitol tours; but they will, in the future, take up an increasing amount of wall space that would be available for other art. How do you think the Governors' portraits should be displayed? Some options include displaying them in a less prominent location or displaying them on a rotating basis.
- v. When architect Cass Gilbert designed the 1905 Minnesota State Capitol, he commissioned well-known artists to create painting that reflected the popular ideas, beliefs, and attitudes of that time. Some of those ideas may not represent the way many of us think today. What do you think should be done with the art that may not reflect our attitudes as Minnesotans today?

- f. **Closing words** (5 minutes)
 - i. How and when will learn about the outcome of the feedback.
 - ii. Thank you

- g. **Other design elements**
 - i. Slide show of current art in background
 - ii. Use name tags
 - iii. Comment cards
 - iv. Survey
 - v. ID volunteer to be in charge of technology including microphones if needed
 - vi. Host and Subcommittee member greet attendees at the door

VI. Utilizing public feedback

Department of Administration staff will summarize feedback and categorize it by themes. Committee members will consider this feedback along with presentations given to the committee, and other sources of information during the deliberation and consensus building process and ultimately decision making phase of the process. Additionally, the final report will include an overview of the public feedback.

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