*Capitol Complex Advisory Council*

*Women’s Mural Subcommittee*

*Selection Committee Agenda*

*Monday, November 13, 2012 @ 1:00*

*Room 53 Mitchell Building*

**Subcommittee Members**: Senator Lynda Moss

 Representative Diane Sands Representative Liz Bangerter

Liz Gans, Montana Arts Council

Denise King, Montana Historical Society absent

**Department of Administration Staff:**

Angie Gifford

Monica Abbott

**Montana Historical Society Staff:**

Jennifer Bottomly-O’looney

**Special Guest:** Kim Hurtle, Facilitator

 Carolyn Anderson, Montana artist

 Tom O’Connell, State Architect

 G.B. Carson, Art collections/market expert

Kirby Lambert, Montana Historical Society

1. **Introductions**

The members of the selection committee and staff introduced themselves.

1. **Facilitation**

Kim Hurtle explained the ranking and voting process for the selection committee. Prior to the meeting, the selection committee ranked the top 21 artists. Once gathered, the committee reviewed their notes and determined that the 21 artists were correct.

Kim reviewed each artists’ work and the selection committee members ranked the candidates. The selection committee culled the 21 submissions down to ten. Another round of discussion, the committee whittled the selection down to the top five candidates. Finally, the members selected the three finalists and two alternates.

Every artist that submitted a proposal will receive a letter from the CCAC. The finalists and two alternates will receive letters notifying them of their status.

The CCAC Women’s Mural Subcommittee will schedule the three finalists for a site visit. The artists will visit Helena at the same time. The selection committee members who are not members of the CCAC Women’s Mural Subcommittee decided they do not have to attend the site visit, but they will be available if needed.

1. **Next Steps**

Angie and Kim will begin to check references of the finalists and send out ‘thank you for participating’ letters to all of the artists not selected.

Angie will coordinate schedules with the artists and the subcommittee to choose a date for the site visit.