

Arts & Beautification Commission

Meeting Minutes

City of Huber Heights

November 3, 2025

- I. Chair Sarah Chapman called the meeting to order at approximately 6:30 p.m.
- II. Present at the meeting: Sarah Chapman, Chair, Cheryl Brandenburg, Greg Fox, Melissa Gwinn, Mason Knickerbocker

Staff Present: Sarah Forsythe, City of Huber Heights
- III. Opening Remarks
 - a. Swearing in of Wendy Knapp to Commission (Oath of Office), welcome Molly (Program & Events Coordinator), and MSA Design
- IV. Citizens' Comments
 - a. None
- V. Old Business
 - a. MSA Design Visit- Mural Discussion
 - i. MSA Design presented options for Public Mural w/ a Proposed Timeline
 - ii. Next steps: Location- MSA will work directly with the chosen location (Wayne HS), MSA needs a deliverable form of art from the Artists
 - iii. Timeline: Location decision (is the decision final for artwork of athletes?), other additional location options (type of building material is a deciding factor). MSA will provide 3 concepts. Commission will discuss how design and community engagement will be selected. Final design. Get volunteers to help paint. Procure materials. Community painting day.

- iv. MSA provided 3 concepts for size of mural for side of Athletic Foundation.

Waiting for location confirmation.

VI. New Business

- a. Art Show Check-in- Molly

- i. Art Show is scheduled for Saturday, May 2nd at the Huber Heights Senior Center. Molly will meet with Melissa Gwinn to plan in more detail for January meeting.

- b. Policy & Procedure List

- i. Ms. Forsythe distributed an informational packet regarding the current Huber Height ordinance and copy of Upper Arlington's ordinance for public art.
 - ii. Questions regarding Public Art from Commission-
 - 1. Is loaning the artwork allowed?
 - 2. How do I donate Art to the city- what will be accepted?
 - 3. How does Art get decommissioned in the City?
 - 4. How are collections stored & rotated?
 - 5. Artwork accepted as public art
 - 6. Do we want to be involved in private commission art?
 - 7. Will we accept sculptures?
 - 8. A form of public art we pay for- does the arts then forfeit the copyright
 - 9. Complaint/Review Panel functions

10. Does the Commission want to be consulted on beautification projects?

c. Holiday Event Volunteers- 12.6.25 from 4-7pm

i. Ms. Forsythe requested volunteers from the Community Tree Lighting from 4-7pm

VII. Additional Business and Announcements

a. Ms. Chapman discussed the Culture Works Annual Meeting @ 4pm, MCACD Luncheon Burbon & Bubbles @ the Dayton Art Institute

b. Mr. Knickerbocker discussed the Wayne HD Fall Play- Arsenic & Old Lace on November 15th

VIII. Approval of Minutes

a. Meeting Minutes from October 2025 were approved as written.

IX. Upcoming Meetings

a. December 15, 2025- update (1/14/26- meeting was cancelled)

b. Have a handful on dates for the 2026 meetings. Update- meetings were scheduled via email communication since December 2025 meeting was cancelled.

X. Adjournment

a. The meeting was adjourned at 7:28pm.



(Chair Signature) Date: 1/14/26



(Staff Liaison) Date: 1/14/26