

Truckee Tahoe Airport District  
Kevin Smith, General Manager

8 September 2011

### Proposal for Airport Art Program for the new TTAD Terminal Building

The purpose of the Airport Art Program is to provide community benefit, additional interest, and visual enhancement to the new TTAD terminal building by featuring rotating exhibits of a wide variety of art with a regional focus. The Airport Art Program will create new opportunities for the local community to connect and engage with the airport through public art exhibits.

My proposal is to serve as the Art Coordinator under the direction of the General Manager to implement the Airport Art Program. My understanding of the work to be done is outlined as follows:

- Develop airport art exhibit guidelines, policies, and procedures, including liability and release forms, and specific guidelines for appropriate art.
- Draft a 2012 calendar to schedule 4 exhibits, each 3 months in duration, featuring a variety of juried group shows and invitational exhibits. Identify and recommend future opportunities for special art events, kid art shows, or temporary outdoor installations.
- Create a timeline for each exhibit, write and publicize call to artists, maintain deadlines, coordinate a jurying process, notify artists of acceptance, arrange drop off and pick up of artwork, provide information and answer questions. Maintain a specific email account for the Airport Art Program for all art program communications.
- Arrange to receive artworks at the TTAD terminal building, install exhibit, create labels and other explanatory materials to accompany the artwork.
- Publicize call to artists, current and upcoming exhibits, and opening receptions.
- Coordinate opening receptions: set up, wine, food, music, or special entertainment.

### Requested Compensation:

Based on the duties outlined above, I estimate 50 hours of work to coordinate each 3 month exhibit. At \$25 per hour, I request \$1250. compensation per 3 months, totaling \$5000. for one year of coordinating 4 individual exhibits.

Thank you for your consideration.

Carole Sesko