

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Tuesday, August 25, 2026

6:00 PM

2nd Floor Conference Room

Norcross Public Arts Commission

Chair Elizabeth Simpson
Board Member Samantha Spitzner
Board Member Robert Forro
Board Member Jacques Murphy
Board Member Nicole Morgan
Board Member Michael MacManus
Board Member Angela Faustina

A. Call to Order by Chair Elizabeth Simpson (Roll Call)

Please silence cell phones and electronic devices.

B. Approval of Minutes:

[Approval of the Norcross Public Arts Commission July 28, 2026, meeting minutes](#)

C. Citizen Input:**D. Treasurer's Report: Mike (5 Minutes)****E. Board Updates: 15 Minutes****BEST PRACTICES REVIEW**

Time-Boxed Meetings, Annual Planning, Working Sessions and Holidays – 5 mins Liz

- Timed agenda items help in managing our regular meetings – keeping us on topic
- Recommendation vs. discussion – team preparations, worksheets, preplanning
- Annual planning / work sessions helpful for a busy commission with multiple projects
- Propose: Tues Sept. 1 work session, move Nov. 26 to Nov. 30, move Dec. 22 to Dec. 29

Email Do's and Don'ts – Sunshine Act – 5 mins Nicole

- Quorum vs. non-quorum
- Discussion, deliberation, forming a consensus – allowed in non-quorum addressed only
- Voting – neither situation
- Limit quorum commission emails to admin, info distribution, and sharing materials pertaining to public meetings

Member Renewals – Submit by Sept. 1 – Jacques, Robert, Nicole

F. Council Updates:

G. New Agenda Items:**1. 2026-310: Art Splash 2026 (15 Minutes)****Volunteer Needs**

- Volunteer rotation sign-up sheet (including setup and teardown shifts)

Boards & Signage

- Confirm poster/board sizes
- Fundraising Tree display
- Updated Location Map

Handouts & Promotional Materials

- Updated Art Hunt cards
- Tiny white squirrels (\$0.40 each)
- NPAC cards and pens
- Fundraiser flyers
- Squirrel stickers for sale (\$3 each or 5 for \$10)

Craft Activities

- Chalk art
- Color-a-squirrel scene activity (similar to Valentines)
- Two additional painted acorns by the "Chairs for Charity" kids (donation)

H. Returning Agenda Items:**1. 25-7252: White Squirrels of Norcross — Phase I, Part 2 status — 20 Minutes**

- Expected delivery of 6 bronze squirrels (3 new, 4 replicas)
- Installation scheduled for the week of September 21
- Finalize squirrel locations
- Finalize design for the Traveling Squirrel, Leuci
- Finalize three name options per location
- Name survey to run August 29 – September 14

Attachments:

1. Worksheet WSN 1.2 – Locations and Poses Planning
2. WSN Part2_Location Crossing Perm
3. WSN Part2_Location Veterans Perm
4. LEUCI_Front
5. LEUCI_Left_TrainCaseHandle
6. LEUCI_Right

2. 2026-278: Relaunch Free Little Art Gallery (FLAG) boxes Samantha— 15 minutes

- Build out the interior to prevent books from fitting inside
- Update the instructions so all FLAG boxes can include art and supplies
- Regularly solicit art contributions (gallery, schools, weekly social media, Norcross Social, etc.)
- Expand the variety of art featured in the FLAG boxes

3. 2026-75: Norcross Forever Stamp books — Jacques — 5 Minutes

- Jacques needs assistance with distribution (business list and actual delivery)

4. 2026-111: Gwinnett Creativity Fund Grant 2026 Placemaking — Jacques — 5 Minutes

- Status update — Jacques

5. 25-7369: White Squirrels of Norcross Fundraiser — Mike — 15 Minutes

- General Update — Mike

6. 2026-119: 2027 Project Planning and Budget Considerations — Jacques — 25 Minutes

- Get feedback on current research for each project on the list

Attachments:

1. NPAC 2 Year Plan Presentation
2. Mayor and Council NPAC Project Pipeline_2

I. Additional Input/Discussion Not Otherwise Addressed By This Agenda:

J. Adjourn Motion