

# **City of Norcross**

*65 Lawrenceville Street*

*Norcross, GA 30071*



## **Meeting Minutes**

**Tuesday, November 25, 2025**

**6:30 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***

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

The meeting was called to order at 6:31 PM by Chair Liz Simpson.

Attendee Name	Title	Status	Arrived
Elizabeth Simpson	Chair	Present	
Nicole Morgan	Board Member	Present	
Jacques Murphy	Board Member	Present	
Robert Forro	Board Member	Absent	
Michael MacManus	Board Member	Present	
Samantha Spitzner	Board Member	Present	

## B. Approval of Minutes

### 1. 2025-347: Norcross Public Arts Commission - Regular Meeting - October 28, 2025

*A motion to Approve the November 25 Meeting Minutes.*

*RESULT: APPROVED [UNANIMOUS]*

*MOVER: Jacques Murphy, Board Member*

*SECONDER: Mike MacManus, Board Member*

*AYES: Simpson, Morgan, Murphy, MacManus*

*ABSENT: Robert Forro, Board Member*

## C. Citizen Input

## D. Treasurer's Report

Jacques has worked closely with Jon Robinson to ensure the accuracy of financial reports. NPAC was given \$30,000 for the light box project. \$12,600 was added to the budget. Approximately \$8,600 remaining for the non-allocated budget for 2026 fiscal.

Still need \$1,650 for the squirrel project. Approximate fiscal 2026 budget is \$72,450.

## E. Board Updates

### \* Greetings from Norcross Mural – status

- Accurate image not yet installed. Expected installation 5pm Wednesday.

### \* Open Board Seat Status – Social Media skill set

- Run posting longer, ending 12/31/25.

### \* By Laws Adoption – Status

- There are some mostly minor corrections to be made. Unlikely, the document needs to be reviewed by the legal department. The document will be part of the Norcross City Work Session on 12/15/25. The City Council vote will be 1/5/26.

### \* NPAC Elections

- Will vote in December. Liz is running as Chair. Asked Jacques to act as interim Vice Chair for the remainder of calendar year 2025.

## G. Returning Agenda Items

### 1. 25-7442: Request for City Sponsorship for Paint Love Mural at Norcross Elementary

City Council approved \$2,000. There is confusion about who is providing the funds. The City or NPAC budget. The City Manager and Council Member (Matt) disagree on how to proceed. Bobbi (requester from the school) must make a decision to proceed with the project no later than 12/19/25.

Tasks: Liz – work with Council to determine the funds provider. Contact Bobbi for any update.

*A motion to fund \$2,000 to the project providing the City does not provide the funds contingent upon the project having all necessary funds (\$8,000) in order to proceed with the project.*

*RESULT: APPROVED [UNANIMOUS]*

*MOVER: Mike MacManus, Board Member*

*SECONDER: Nicole Morgan, Board Member*

*AYES: Simpson, Morgan, Murphy, MacManus*

*ABSENT: Robert Forro, Board Member*

### 2. 2025-295: Porchfest 2025

NPAC would like to be a financial sponsor of the event. At what level should we sponsor and what does NPAC want in exchange for sponsorship? \$2,500 (Platinum) or \$1,250 (Gold) sponsorship levels. NPAC would like to have t-shirts, prominent branding on all marketing materials and a banner as a sponsor to a particular stage. Task: Liz – contact Porchfest to get more data, intro Nicole who'd like to participate as NPAC representative.

### 3. 25-7369: White Squirrels of Norcross Fundraiser

No responses, yet.

Understand and communicate the squirrel is made of marble composite.

Squirrels are delayed in production due to employee turnover at the organization.

### 4. 25-7251: Norcross Forever Stamp Program

Student approval form is ready. Needs to be sent to students and their parents for review and signature.

IGA status is on the City's agenda.

Perhaps a March installation.

Jacques reminded the Board of our reporting obligation. We are unexpectedly far behind which could delay or prevent NPAC from receiving the remainder of the awarded funds.

City Council prefers the Pinnacle Park boxes are without goats.

Tasks: Robert – will be informed the document is ready and manage the connection with the teacher and students.

Liz – voicemail Madison about deadline extension.

Liz – Nicole Newson’s team has not yet acknowledged/completed an outstanding request regarding the coloring on the splash pad.

Mike – will work on making adjustments to the art to satisfy the ‘goat removal’

**5. 25-7252: White Squirrels of Norcross**

Squirrel Naming: There is a spreadsheet for us to review all the submissions.

**H. New Agenda Items:**

**1. 2025-345: Gwinnett Creativity Fund Grant Opportunity**

Discussion postponed to December NPAC meeting.

**2. 2025-346: Framed Art Display in City Hall**

Working with Nicole Newson. Desire to display 3 boxes in the Court House. Pictures permitted on canvas. Council Member Eric committed to pay for this display.

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

- Shayla will depart employment at Norcross City on 12/17/25.
- The Sponsorship threshold must be confirmed. NPAC needs to know the maximum funds we are permitted to commit.
- An article for the newsletter should promote the open Board seat and the Welcome to Norcross Mural with the Clara Nesbit update.
- There is a LOVE ‘sculpture’ on Buford Highway. NPAC was not involved in that installation so we don’t want to feature that.

**J. Adjourn Motion**

The meeting adjourned at 8:33 PM with a motion to adjourn made by Jacques, seconded by Samantha.