

Minutes approved by the PAC on March 2, 2013.

- 1) CALL TO ORDER:** Kathleen Leatham called the meeting to order at 4:03 pm.
PRESENT: Linda Taylor, Dana Zurcher, Kathleen Leatham, Victoria Hampton, Dana Lommen, Kathy Broom, Helvi Smith and Staff Liaison Colleen Winters.
ABSENT: Laura Frye, Pat Truax, Rebecca Twist and Council Liaison Camille Miller.
GUESTS: Martha Rampton from Pacific University and Kari Bray from the Forest Grove Leader.
- 2) CITIZEN COMMUNICATION:** None
- 3) APPROVAL OF PAC MEETING MINUTES OF** January 10, 2013. It was moved by Kathy, seconded by Linda, to approve the minutes as corrected. The vote was favorable.
- 4) ADDITIONS/DELETIONS:** Foundation Planning Update and Meet the Artist Update were deleted from the agenda.
- 5) BUSINESS:**
- a) Slam Poetry Mini Grant Request:** Martha Rampton presented the request and answered questions from the commission. The mini-grant was clarified in terms of what the funds would be going toward -- the fees for the artist rather than the printing, advertisements, etc. Linda made a motion to approve the mini grant request as amended in the amount of \$500, seconded by Dana L. The vote was favorable.
 - b) Retreat:** Date and agenda. The retreat will be March 2, 2013 at the home of Pat Truax, 3131 Forest Gale Drive, Forest Grove, OR 97116. This will replace our regular meeting in March. Goal setting and Foundation Planning are on the agenda.
 - c) Mini Grant Poster:** We would like to put this as the City Ad in the News Times on April 17th as well as in the utility bill insert. Would also like to get ad rates from the Leader.
 - d) Finance Report:** We will apply for the CEP grant again this year to fund mini-grants and the Library Collaboration (Ed Carpenter Project) Installation or event for fundraising. The finance report approved.
- 6) COMMISSIONERS COMMENTS:** Kathleen passed out a questionnaire, she would like us to discuss at the retreat.
Victoria is in a class taught by John Schragg- he would like her to write a story about PAC.
- 7) STAFF COMMUNICATIONS:** Colleen gave us an update on the Ed Carpenter project. There was a meeting with Eric Cannon and Greg Kriebel. The project timeline is being created. They would like PAC to be in partnership with the project. Kathy volunteered to be the PAC liaison to the project and will go to the next meeting.
- 8) ADJOURNMENT:** The meeting adjourned at 5:00 pm. The next meeting will be our retreat on March 2, 2013, at Pat Truax's home, 3131 Forest Gale Drive, Forest Grove, OR 97116.