

MINUTES APPROVED BY THE PAC ON JUNE 13, 2019

Commission Members Present: Linda Taylor, Dana Eytzen, Laura Frye, Amy Tracewell, Kathy Broom, Pat Truax, Kathleen Leatham, Michael Goetzke. **Excused:** Emily Lux. **Council Liaison Excused:** Tom Johnston. **Staff Present:** Tom Gamble **Staff Liaison Excused:** Colleen Winters. **Guest(s):** Anne Kennedy

1. CALL TO ORDER: By Dana Eytzen at 5:00 pm.

2. CITIZEN COMMUNICATION: None

3. APPROVAL OF PAC MEETING MINUTES: • Motion to approve April meeting minutes made by Pat. Laura Seconded. Motion carried, unanimously.

4. ADDITIONS/DELETIONS • Remove CALC Painting Mini-Grant from Agenda. Add PAC Marketing/Advertising discussion. Add Judging pictures for Historic Landmarks Board.

5. DISCUSSION/DECISION ITEMS:

A. Mini-Grant Consideration:

- Anne Kennedy submitted a grant request for \$500 for Musicville for young children – July 29 - August 11, 2019. They are requesting funds to help pay for the performance royalties and scripts for 5 performances of "Musicville"
- Anne Kennedy submitted a grant request for \$500 for Anything Goes, Young Performers Edition" for kids ages 11-18 to be performed in August 12-August 25, 2019. They are requesting funds to help pay for the performance royalties and scripts for 5 performances of "Anything Goes, Young Performers Edition"
- Anne Kennedy submitted a grant request for \$500 for Technical Theatre Intensive workshop. This is for 12 and older. 16-20 students that will learn the technical side of theatre. They are requesting funds to help pay for staffing and supplies for the technical intensive workshop.
- Motion by Laura to approve Technical Theatre Intensive Mini-Grant for \$450.87 from CEP grant and the remaining \$49.13 to be from Discretionary Funds. Kathy Seconded. Motion carried, unanimously.
- Motion by Laura to approve Musicville Mini-Grant for \$500 from Discretionary Funds. Linda Seconded. Motion carried, unanimously.
- Motion by Laura to approve Anything Goes Mini-Grant for \$500 from Discretionary Funds. Linda Seconded. Motion carried, unanimously.

B. CALC mini-grant request withdrawn

C. Historic Landmarks Board Photo Contest:

- Judged entries in Historic Landmarks Board Photo Contest with a winner picked for each category.

D. Strategic Plan Objectives Updates

- Pop Up Shows Update – The show is planned for Saturday, October 12. The theme will involve the history of indigenous people in the Forest Grove Area

- Professional Development Update – Professional Development Fund will support opportunities for professional artistic skill development (one-time award per artist). Applicants may request up to \$2,000. Funding will be available twice each year (February and September).
- Meet the Artist Update – Forest Grove News Times will be writing an article about the upcoming Meet the Artists events. Marketing material has been created for the event with Emily Lux and Angenette Escobar.
- Marketing Plan Update – A work session is scheduled for the June meeting to discuss marketing mission statement rollout and the general marketing plan.

6. INFORMATION ITEMS • Finance Report: The financial report was reviewed. Pat made motion to spend the remaining \$20 from CEP Advertising on Facebook. Linda Seconded. Motion carried, unanimously.

7. COMMISSION COMMUNICATION • Sesquicentennial: Linda brought up the Open House on June 2nd from 2 pm to 6 pm at the Green Grove Cohouse.

8. STAFF COMMUNICATION • None.

9. COUNCIL LIAISON COMMUNICATION: None.

10. ADJOURNMENT: Dana Eytzen adjourned the meeting at 6:16 pm.

Respectfully Submitted by Michael Goetzke