

MINUTES APPROVED BY THE PAC on JULY 11, 2019

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

1. **CALL TO ORDER:** By Dana Eytzen at 5:01 pm.
2. **CITIZEN COMMUNICATION:** N/A
3. **APPROVAL OF PAC MEETING MINUTES:** Amy motioned to approve the May meeting minutes as amended, Mike seconded. Motion carried, unanimously.
4. **ADDITIONS/DELETIONS:** Additions: 5F. CEP Redistribution; 5G. Arlie Press Mini Grant; 6C. Meet the Artist Dinner Update
5. **DISCUSSION/DECISION ITEMS:**
 - A. **Dan Riordan-Installation Public Art Program Update:** An April amendment included an art installation and public art program to be funded through the URA. The PAC will inform the process, call for, and selection of art in approximately seven locations and will be the primary advisor to the URA regarding public art. The goals of this program include “telling the story of Forest Grove”, with a strong emphasis on equity, diversity, and inclusion. Knowledge of the budget will be critical in implementing budget-based calls for art. Monetary allocations will be known by the end of this year, but will not be eligible for spending until July of 2020.
 - B. **Change of Meeting Date to 3rd Thursday each month:** Amy motioned to move the regular PAC meeting schedule from the second to the third Thursday of each month, at the usual time, beginning in September. Emily seconded. Motion carried, unanimously.
 - C. **Marketing Plan Work Session:** Marketing mission statement rollout/marketing plan-A slideshow was shared. Ideas included using a community contest to design a graphic to represent the PAC mission statement, “Art belongs everywhere and to everyone.” The subcommittee tried *Fiverr* website to solicit potential designs, but this did not yield ideal results. A community contest could increase PAC visibility and community participation, and further spread the mission statement and its message. The goal is for people to become more aware of the multiple forms art can take, and its many possible interpretations. The contest call will be in both English and Spanish, and will be publicized in September with and a review/vote in October. The contest will be advertised (among other venues) in the city’s market booth every Wednesday in September. The budget for this endeavor is \$300 for this year, and \$2,000 for 2020.
 - D. **Arts Guide Calendar of Events for next quarter:** The PAC committed to regularly reviewing the quarterly deadline for the Arts Guide calendar of events, to ensure we provide information for the publication on time. Colleen will check with Bev RE: future dates, and send an email to the PAC.

E. Strategic Plan Objectives Updates: Amy and Dana presented the strategic plan to City Council. Last Monday, Council voted to approve the plan 6-1. Councilor Rippe did not approve the plan based on a need for clarification of what would be allowed to be funded under the category of “professional development”. PAC members will clarify with Councilor Rippe once the specific guidelines are written.

F. CEP Redistribution: \$4,200 was allotted for mini-grants, advertising, and sponsorship. The initial request was for \$10,000. Amy moved to remove the advertisement category, and allot \$3,000 for mini-grants, and \$1,200 for sponsorships. Mike seconded. Motion carried, unanimously.

G. Arlie Press Mini Grant: Arlie Press was awarded a \$500 mini-grant, but has not submitted the final paperwork and report with receipts necessary to disburse the funds. June 30th is their final deadline. In the event that Arlie Press fails to submit their paperwork, Amy motioned to shift the \$500 allotted to them to fund the TITG CAST production of Musicville, instead of funding Musicville from discretionary funds, as originally voted. Michael seconded. Motion carried, unanimously.

6. INFORMATION ITEMS:

A. Finance Report: Reviewed. No significant changes. There is \$1.00 left in the CEP grant.

B. Historic Photo Contest: A copy of the winning photograph of the Historic Landmarks Board contest will be gifted to the PAC. Members will look into displaying the photo in the Stewart history room.

C. Meet the Artist Dinner Update: Six tickets have been sold so far for both MTAD events. Posters were provided.

7. COMMISSIONER COMMUNICATIONS: N/A

8. STAFF COMMUNICATIONS: There are 400 children already signed up for the library’s summer reading program. In October, there will be a series of events celebrating the library’s 110th anniversary, including a reading group, then author visit by William Vlautin (10/4) and dedication of the Ginsburg Memorial Garden.

9. COUNCIL LIAISON COMMUNICATIONS: A FGPD open house will be held on the 22nd from 10-2. Applications to join the URA Committee will be open soon. There is a delegation currently visiting Japan’s sister city.

10. ADJOURNMENT: Dana Eytzen adjourned the meeting at 6:30pm.

Respectfully Submitted by Emily Lux.