

MINUTES NOT OFFICIAL UNTIL APPROVED BY THE PAC

Commission Members Present: Emily Lux, Linda Taylor, Dana Eytzen, Laura Frye, Amy Tracewell, Kathy Broom, Pat Truax, Kathleen Leatham. **Council Liaison Present:** Tom Johnston. **Staff Present:** Tom Gamble. **Excused:** Colleen Winters, Michael Goetzke
Guest(s): Ricardo and Anna Salazar, (503) 752-5752, (503) 443-8963, 3131 NW Hwy 47, Forest Grove, OR 97116.

1. **CALL TO ORDER:** By Dana Eytzen at 5:01 pm.

2. **CITIZEN COMMUNICATION:**

- Ricardo and Anna Salazar brought samples of Ricardo's airbrush paintings, and a description of his work and goals. Ricardo is looking to explore options for displaying or finding out about art commissions locally. Contact information was exchanged.

3. **APPROVAL OF PAC MEETING MINUTES:**

- Motion to approve September 13 regular meeting minutes as corrected made by Kathleen, seconded by Pat. Motion to approve September 10, 2018, Strategic Plan meeting minutes as written made by Kathleen, seconded by Pat. Both motions carried, unanimously.

4. **ADDITIONS/DELETIONS:**

- **Additions:** 6D. PAC informational flyer

5. **DISCUSSION/DECISION ITEMS:**

- A. **Mini-Grant Consideration:** Sing Your Own Messiah mini-grant for \$500 presented by Laura. 100 community members participated in last year's event, from multiple faith communities. This year there is a priority of increasing the participant's age diversity, and fliers will be placed in local schools to advertise. Amy moved to approve the mini-grant from the 2018-2019 CEP; Linda seconded. Motion carried, unanimously.
- B. **Mini-Grant Consideration:** 97116 Art Show mini-grant for \$500 presented by Emily. Pat moved to approve the mini-grant from the 2018-2019 CEP; Kathleen seconded. Motion carried, unanimously. Emily is participating in the show, so was excused from voting. Brief discussion about revisiting sponsorship for this show in the future if it is held annually as planned.
- C. **Mini-Grant Review Process:** Discussion over the suggestion of supporting the same event through mini-grants for one organization no more than three times ever. Sponsorships would be considered for consistently funded (repeated) events instead. This might prevent mini-grants becoming a "line item" in the events budgets of organizations, and hopefully diversify future mini-grant requests. Discussion ensued regarding forming a

three-tiered system of support to include partnerships, sponsorships, and mini-grants. Lengthy discussion regarding maneuvering new situations and/or opportunities and serving “untapped” populations without having to wait to try to fit projects into our current structure. Future discussion needed.

6. INFORMATION ITEMS:

- A. Strategic Planning Update:** Reviewed updated spreadsheet from the most recent Strategic Plan meeting and discussed the action plan for each area based on the year’s timeline. A draft of the strategic plan was reviewed, which will be presented to City Council when finalized. Accolades were given for progress thus far, and for Amy’s work on the draft visually and organizationally. Suggestions-to include multi-ethnic and multi-disciplinary (non-drawing, painting, sculpture heavy) arts in the packet’s photographs. Text was added to go above the mission statement that directly addresses human and art-form diversity.
- B. Sponsorship Update:** Sponsorship packet was reviewed. Cornelius schools in the Forest Grove School District were added as potential sponsorship recipients, with the understanding that CEP money could not be used in those cases, as it is specified for use within Forest Grove city limits only. An internal criteria checklist will need to be made.
- C. Art Bizarre Update:** New venues are being explored, including the City Auditorium. Seeking additional artists, location TBA. Multiple shares on social media.
- D. PAC informational Flyer:** Reviewed and gave update suggestions for an informational PAC flyer for the News Times map/magazine. The \$405 ad was renewed, and will include our updated mission statement.
- E. Financial Report:** No significant changes. Leadership gift delineation was altered to not indicate individual amounts given.

7. COMMISSIONER COMMUNICATIONS:

- N/A

8. STAFF COMMUNICATIONS:

- Tom reported that Harper’s Playground/Anna and Abigail’s Yard earned \$110, 000 in fifteen minutes via paddle raise at a recent fundraiser.

9. COUNCIL LIAISON COMMUNICATIONS:

- Councilor Johnston noted that the Boards and Commission structure is still being reviewed by City Council, and impacts may include potentially having a city employee taking meeting minutes. There was a ribbon cutting at the Jesse Quinn complex, and a pub is going to open on the site’s corner.

10. ADJOURNMENT: Dana Eytzen adjourned the meeting at 6:42pm.

Respectfully Submitted by Emily Lux