

MINUTES APPROVED BY THE PAC ON APRIL 13, 2017

Council Liaison Present: Matt Vandehey

Staff Present: Colleen Winters, Tom Gamble

Commission Members Present: Kathleen Leatham, Dana Lommen, Emily Lux, Pat Truax, Dana Zurcher, Kathy Broom, Laura Frye, Linda Taylor

Guest(s): N/A

Absent: Michael Goetzke

1. **CALL TO ORDER:** By Dana Zurcher at 5:00 pm.
2. **CITIZEN COMMUNICATION:** N/A
3. **APPROVAL OF PAC MEETING MINUTES:** Motion to approve meeting minutes from February 9, 2017, as written made by Pat, seconded by Linda. Motion carried.
4. **ADDITIONS/DELETIONS:** N/A
5. **DISCUSSION/DECISION ITEMS:**
 - A. **2017 Arts Festival Planning:** Discussed changing the festival date to the second Wednesday in September (the 13th), in conjunction with the farmers market. Dana will talk to Kaely Summers.
 - B. **Annual Retreat Agenda:** Ideas-Possible agenda additions. Linda-Engaging youth and community building. Colleen-*Sense of Arrival*-project for the Forest Grove Library children's area. The library is seeking the PAC's input and collaboration.
 - C. **Brick Campaign:** The bricklaying must be completed by June 30th, unless an extension is requested (agreement to avoid extension). Dana Z. passed out more brick flyers, and requested that all commissioners solicit sales. Bev posted the order form online and it is being shared on Facebook. If brick sales fall below goal, the PAC will have to cover the cost of unengraved bricks to fill out the platform, unless the remainder is concrete. Additionally, the PAC will still need to pay the balance of general installation costs. Linda-Reminded of the discussion of Mother's Day certificates, or something to give as a gift that described the brick and overall project. Dana Z.-It is a great idea; we need someone to organize this.
 - D. **Brochure Revisions: Walking Tour.** New pieces need to be added-Tres Novem, Fire Station Mural. Lux-We should add printing costs into this year's CEP grant, and wait until the brick patio is installed so we can add pictures and a brief description of the brick campaign.
 - E. **Art Walk Date:** Linda will take over a simplified version of the Art Walk. Kathleen, Kathy, and Laura will be on the subcommittee. The goal has shifted from a fundraiser focus to community outreach.

- F. CEP Grant:** Kathleen-The PAC has been in existence for 12 years. We are currently out of funds, and many in the community still have no idea that we exist. This CEP grant should be considered a “staying alive” grant. We need help. Very few have stepped up to help, but the PAC has stepped up to help many times. We need to rally to make this work. Ideas to add to the CEP grant-Art sponsorships for local artists (juried), mini-grants, art acquisition, publicity, education, marketing, art festival, brochure updates, and funds to support becoming a foundation. RE: Foundation-\$600+ will be needed for fees. Stephanie Lommen has offered to work with the commission pro bono (thank you, Stephanie!). Kathleen is willing to organize this, but all commissioners need to be on board. Laura-Discussion of the ongoing issue of finding members for the requisite board, including the number of board members needed, and a clear delineation of roles. The goal number of board members was determined to be five (5).

Dana L.: We have accomplished an enormous amount this year, and it’s important to celebrate those accomplishments. Kathleen: Yes, but it was very challenging. We need to somehow propel forward. Laura: We want to focus on art, and not always fundraising. Tom: The list that you have to put into the grant is partially arts-related and partially foundation-related. You might consider applying for two separate grants. Matt: Clarifying to the greatest extent possible is beneficial. Linda: Voiced concerns regarding applying for a foundation grant when there are still so many unknowns. What if we write the grant, and then are unable to follow through? Dana L.: Could we have a purpose-driven Meet the Artist Event to fund the foundation exploration costs? We could invite specific people who may be good board candidates.

- G. Other Grant Application:** Michael emailed grant information from the Oregon Arts Commission, which the commission could potentially pursue. The due date is in October, and the opportunity is a \$3-7k matching grant. Future discussion to ensue.

6. INFORMATION ITEMS:

Financial Report: Everything is accurate, save for a \$100 leadership gift, the sale of 8 coloring books to be added, and a payment for a 1.2 page coloring book ad. Colleen-The library coloring book page has not been paid for yet. The Friends of the Library and the Library Foundation need an invoice reflecting \$125 due from each.

7. COMMISSIONER COMMUNICATIONS:

- Linda-The Helvi Smith fundraiser at A Framer’s Touch was really inspiring. Smokin’ Hot Art is the next fundraiser (hosted by Valley Art). Linda will have a workshop at her house for artmaking for this upcoming benefit.
- Emily-There is an opening reception at Valley Art this Saturday from 2-4. The Community School is interested in applying for a mini-grant for a community mural. They were told that mini-grants are not currently available, but could potentially be in a few months. Kathy-We funded a mini-grant for the Community School’s “Backyard Garden” with the understanding that this would be open to open to citizens. I’ve called several times and it has remained locked.
- Dana L.-This is the final weekend to see James and the Giant Peach, jr.

8. STAFF COMMUNICATIONS:

- Colleen has been “cleaning house” upstairs and brought several PAC brochures, business cards, and postcards down for distribution.
- Tom-Rogers Park renovation planning is underway for Anna and Abigail’s Park. Their foundation has raised \$150k. Susan and Tom are interested in an art piece for the entrance.

9. COUNCIL LIAISON COMMUNICATIONS:

- Matt gave Local Option Levy and SDC updates. FGSD long-range plans community forums are being held.

10. ADJOURNMENT: Dana Zurcher adjourned the meeting at 6:28 pm. The next regular meeting will be April 6, 2017, in the Rogers Room of the Forest Grove Library.

Respectfully Submitted by Emily Lux