

MINUTES APPROVED BY THE PAC ON JUNE 8, 2017

Commission Members Present: Kathleen Leatham, Dana Lommen, Emily Lux, Dana Zurcher, Kathy Broom, Linda Taylor, Michael Goetzke, Pat Truax. **Absent:** Tom Gamble, Laura Frye. **Council Liaison Present:** Matt Vandehey. **Staff Present:** Colleen Winters. **Guest(s):** Amy Callahan.

1. **CALL TO ORDER:** By Dana Zurcher at 5:04 pm. Introduction of Amy Callahan from Pacific University. Amy is interested in contributing to the vitality of Forest Grove and would like to find like-minded people to collaborate with.
2. **CITIZEN COMMUNICATION:** N/A
3. **APPROVAL OF PAC MEETING MINUTES:** Motion to approve April meeting minutes made by Pat, seconded by Linda. Motion approved.
4. **ADDITIONS/DELETIONS:** Addition: Item 5F-Art Walk.
5. **DISCUSSION/DECISION ITEMS:**
 - A. **Brick Sales Final and Project Update:** 160 bricks have been sold to date. The sale is officially over, but forms will still be accepted. Tom is scheduling installation by the third week in June. The engravers will need two weeks for production, so the plan is to have all information to them three weeks ahead of time, to add a buffer. A motion was made by Pat to use any remaining funds post-installation to repay the outstanding loan for the sculpture. Seconded by Linda. Motion carried. There was a brief discussion of planning a mini-celebration when the brick installation is completed, and the loan is repaid.
 - B. **First Wednesday Shift Sign-up:** A shift sign-up sheet was passed around to fill volunteer slots for the PAC First Wednesday booth June-August. There is currently not enough money in discretionary funds to pay people to assist with setup and takedown, so PAC member help is necessary. Coloring books will be for sale, as well as “blown up” coloring book sheets for people to color, postcards, and other children’s activities. Discussion of updating display pictures to bring to the market. Dana Z. will get a quote from Lynne at Miracle Sign Co.
 - C. **2017 Arts Festival Update:** The deadline to apply is June 16. Volunteers will be needed to assist artists. The Festival date is September 13, from 4-8 pm in conjunction with the Farmers Market. All members are asked to spread the word and invite artists. Discussion: Requiring artists to provide a photograph of their booth setup has been coming up as a barrier/concern for several potential applicants. It was decided that an alternative is for artists to include a description or sketch of their setup in lieu of an actual booth photo.
 - D. **Grants Update:** A subcommittee (Mike, Amy Callahan, possibly Laura) will meet soon to discuss the ABC (Arts Builds Communities) grant. A topic needs to be chosen in one

month, and the final application is due on October 2. The Community Placemaking Grant is due May 26. The FGUCC will allow the PAC to have a “pop-up” gallery June-August during First Wednesdays. Kathleen provided a rough draft to refer to. Pat motioned to submit the Community Placemaker Grant, seconded by Emily. Motion carried.

- E. Meet the Artist Dinner(s) Update:** The Meet the Artist Dinner featuring Lauren Sheehan, hosted by Kathleen Leatham, is scheduled for September 9. Discussion RE: inviting potential arts foundation member candidates. July 30 is the date scheduled for featured artist Bob Schlegel (possibly in partnership with his brother) hosted by Kathy Compton. This dinner will have a farm-to-table theme.
- F. Art Walk Update:** Linda presented an Art Walk flyer. There are currently four volunteer docents. Tours will be free, with donations accepted. Kathleen offered to send invitations to local organizations. It was agreed that groups of four to twelve would be acceptable. Additional information will be listed on the City website. Ideas for self-guided tours were presented.

6. INFORMATION ITEMS:

- A. Financial Report:** There were additional coloring book sales totaling \$50.

7. COMMISSIONER COMMUNICATIONS:

- **Dana L.:** TITG Gala in the Grove is this Saturday night, 5/13. Westside Cultural Alliance is sponsoring free training for nonprofit boards. The first presentation was excellent; part two is scheduled for June 3rd.
- **Emily:** Will be missing the June meeting, because the date falls on her son’s birthday.

8. STAFF COMMUNICATIONS:

- **Colleen:** RE: Google Groups-The City would like to know what the benefit/advantage is. Public meeting laws are a concern-any communication with a quorum, even digital conversations, must adhere to public meeting laws. The 17th is the kickoff for the adult summer reading program. There will be food, live music, and even a flash mob.

9. COUNCIL LIAISON COMMUNICATIONS:

- **Matt:** Final CEP grant decisions will be made soon.

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

Respectfully Submitted by Emily Lux