

MINUTES APPROVED BY THE PAC ON MARCH 8, 2018

Council Liaison Present: Tom Johnston

Staff Present: Colleen Winters, Tom Gamble

Commission Members Present: Emily Lux, Dana Eytzen, Michael Goetzke (via telephone), Laura Frye, Pat Truax, Linda Taylor, Kathleen Leatham, Kathy Broom

Absent: N/A **Guest(s):** N/A

1. CALL TO ORDER: By Dana Eytzen at 5:05 pm.
2. CITIZEN COMMUNICATION: N/A
3. APPROVAL OF PAC MEETING MINUTES: Motion to approve January's meeting minutes as written made by Pat, seconded by Laura. Motion carried.
4. ADDITIONS/DELETIONS:
 - Additions:
 - 6D. Stars in the Grove
 - 6E. Hearts For the Arts
 - 6F. Walking Tours
 - Deletion:
 - 5C. Strategic Plan Models
5. DISCUSSION/DECISION ITEMS:
 - A. **2017-2018 CEP Grant:** There was \$1000 remaining in the 2017-2018 CEP grant for promoting mini-grants in the community. \$250 of this was allotted for the Hearts for the Arts promotion. There is \$750 remaining, with an excellent opportunity to advertise at the upcoming Stars in the Grove event. Advertising should also be considered for the Walking Tour, perhaps in the form of flyers, and/or stickers with links to explore for more information. Discussed goal of printing 200. Focus should also be centered on Meet the Artist Events, with a goal of holding two prior to September, but CEP funded advertising may not be necessary due to these events typically selling out via word of mouth. Discussion of targeted mailings to specific neighborhoods to advertise walking tour, exploring church bulletin ads, and the utility bill flyer. The Chamber of Commerce's *Friday Flash* was discussed, as well as the PAC being a "sponsor" or "program" at a monthly Chamber luncheon. Dana will create a walking tour flyer. A luncheon sponsorship is \$100, plus providing a raffle prize. Pat will find out when the next available sponsorship date is. The Art Walk will be a part of the luncheon presentation, and Kathleen will provide the raffle basket. There is \$1,800 left for mini-grants, and Hearts for the Arts will likely elicit applications. Discussion of reaching out specifically to Writers in the Grove and the senior community.

B. Retreat Planning: The annual PAC retreat will be held at Kathleen Leatham's house at 9am on 2/24. Agenda items include election of officers, goals setting, and the discussion of commitment to, then developing, a strategic plan. It will be helpful to review examples of strategic plans developed by other commissions that operate with no budget.

6. INFORMATION ITEMS:

- A. 2018-2019 CEP Grant:** PAC will write a grant for the 2018-19 cycle for advertising and mini-grants.
- B. Community Placemaking Grant:** It has been decided that the PAC will wait one year to apply for this grant, to solidify ideas and, most importantly, appropriate community partnerships. This will be added to the monthly agenda to keep the discussion going.
- C. Finance Report:** Reviewed. Discussion of leadership gifts and expectations. Leadership gifts will remain anonymous on the finance report.
- D. Stars in the Grove Update:** Pat provided posters for people to put up around town. The show agenda is solidified, with 19 groups/performers. PAC needs to provide someone for display/coloring book sales. Advertising is being sold at multiple tiers for the program. PAC members are signed up for individual duties for the event.
- E. Hearts for the Arts:** A sample "Heart for the Art" was passed around as an example. These personalized chocolate boxes with mini-grant information will be delivered by subcommittee members on Valentine's Day.
- F. Walking Tours:** Discussed during 5A.

7. COMMISSIONER COMMUNICATIONS:

- Valley Art's Celestial Carnavale will be Saturday, February 10, and will include a masquerade, food by Maggie's Buns, and music by Lauren Sheehan.
- There are two buildings in town whose owners would like murals-Maggie's Buns and the Forest Grove News Times.

8. STAFF COMMUNICATIONS:

- The recent Star Wars program saw 252 attendees. Last week, 83 attended the Owyhee cultural program, and next week's event is "Dancing with the Dead"-a photographic memoir written by Phil Lesh's former partner, Rosie McGee.

9. COUNCIL LIAISON COMMUNICATIONS:

- The next city council work session agenda includes traffic, affordable housing, and homelessness. Tom asked to be the Public Arts Commission, after being inspired by recent local travels and observing what other small cities are accomplishing regarding public art. Welcome, Tom!

10. ADJOURNMENT:

- Dana Eytzen adjourned the meeting at 6:34pm.

Respectfully Submitted by Emily Lux