

MINUTES NOT OFFICIAL UNTIL APPROVED BY THE PAC

**Commission Members Present:** Linda Taylor, Amy Tracewell, Kathy Broom, Emily Lux, Dana Eytzen, Pat Truax, Kathleen Leatham. **Excused:** Michael Goetzke and Laura Frye.  
**Council Liaison Present:** Tom Johnston. **Staff Present:** Tom Gamble, Colleen Winters.  
**Guest(s):** Leah Hendriksen and Jennifer Perrine

**1. CALL TO ORDER:** By Dana Eytzen at 5:02 pm.

**2. CITIZEN COMMUNICATION:** N/A

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

- Amy motioned to approve December meeting minutes as written, Kathleen seconded. Motion carried, unanimously.

**4. ADDITIONS/DELETIONS:** Deletion: Sponsorships update moved to next meeting.

**5. DISCUSSION/DECISION ITEMS:**

**A. Mini-Grant Consideration:** Cornelius Elementary School Handprint Mural, Leah Hendriksen: A mural involving students will be painted at the school, and the project is paired with a book with the theme “What will your beautiful hands do today?” The four main goals of the mural are to allow students to leave a legacy, build a sense of school community, create a beautiful and welcoming piece of art, and empower students. Kathleen moved to approve the mini-grant request, using discretionary funds. Linda seconded. Motion carried, unanimously.

**B. Mini-Grant Consideration:** Arlie Press Poetry Reading, Jennifer Perrine: A reading will take place at Pacific University, which will be free to the public. Arlie Press features Pacific NW writers, and is hoping to increase outreach and draw attendance from a larger community. This reading will take place on March 14. Amy moved to approve this mini-grant using CEP funds. Linda seconded. Motion carried, unanimously.

**C. Strategic Plan Updates:** PAC members are to review the list of responsibilities agreed upon in the strategic plan, and continue to schedule subcommittee meetings. The calendar will be reviewed at each meeting to be sure we stay on track. Subcommittees will report progress at upcoming meetings. The strategic plan will be added to the City Council agenda, and will be presented to them sometime in the upcoming year. PAC members are all encouraged to be in attendance. A commission progress update will be given at the same time.

**D. Operating Budget Revisions:** It was noted that the CEP funds needed to be spent within the year the grant is received. Amy motioned to increase the mini-grant allocation budget to \$3,950. Kathleen seconded. Motion carried, unanimously.

**6. INFORMATION ITEMS:**

**A. Finance Report:** Reviewed. \$42 in coloring book sales will be added.

**7. COMMISSIONER COMMUNICATIONS:**

- Emily is part of the Valley Art Association featured artist event “All Creatures Great and Small”, and the reception is Saturday, January 12, from 2-4.
- Dana shared the new PAC informational brochure.

**8. STAFF COMMUNICATIONS:**

- On Monday, the City Council will vote on the PAC updated bylaws by resolution.
- It is the 40th Anniversary of B.E.A.R. month at the library. Oregon Shadow Theatre will be returning on 1/23. There is no Star Wars event this year; instead there is an upcoming celebration of diversity with a focus on Latino crafts and cuisine on Saturday, 1/26. The Annual Town Hall meeting is also the morning of January 26.

**9. COUNCIL LIAISON COMMUNICATIONS:**

- January 17 is the annual B & C Dinner. Tom will give each City Councilor a new PAC brochure.

**10. ADJOURNMENT:** Dana Eytzen adjourned the meeting at 5:46 pm.

Respectfully Submitted by Emily Lux.