

MINUTES APPROVED BY THE PAC ON MARCH 14, 2019

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

1. **CALL TO ORDER:** By Dana Eytzen at 5:03 pm.
2. **CITIZEN COMMUNICATION:** None
3. **APPROVAL OF PAC MEETING MINUTES:**
 - Motion to approve January 10 regular meeting minutes made by Pat. Linda Seconded. Motion carried, unanimously.
4. **ADDITIONS/DELETIONS**
 - Pat wanted to add discussion about sesquicentennial under commissioner communications.
5. **DISCUSSION/DECISION ITEMS:**
 - **Mini-Grant Consideration:** Jose Nava Honesto submitted a grant request for \$450 to host an art show for his senior project at Central School on April 19 from 4-6pm. He is hoping for 15 participants and will also showcase his own work. Pat motioned to approve grant from CEP funds. Mike seconded. Motion carried unanimously.
 - **Election of Officers for 2019:** The following slate of officers was presented: Dana Eytzen, Chair; Pat Truax, Vice Chair; Emily Lux, Secretary. Laura motioned to approve the slate of officers as presented. Amy seconded. Motion carried unanimously.
 - **Sponsorships: Amended Guidelines Presented:** Dana reviewed changes to sponsorship proposal. It was requested to modify some language on the presented proposal. Amy motioned to approve sponsorship Opportunity with suggested changes. Mike seconded. Motion carried.
 - **Review of 2018-19 CEP Grant remaining balance:** The remaining balance in the CEP funds is \$65 for mini-grants and \$1,534.82 for advertising and publicity. The fiscal year ends on June 30 and the commission expects to expend all funds.
 - **Discussion of 2019-20 CEP Grant:** Amy and Dana met and propose to ask for \$10,000. \$5,000 will go toward mini-grants, \$2,000 for sponsorships, and \$3,000 for advertising.

Pat motioned that PAC apply for a CEP grant 2019-20 for the above amounts. Kathleen seconded. Motion carried unanimously.

- **Scheduling Annual Retreat Date:** The retreat is scheduled for April 13 at Pat's house from 9 am to 12 noon.
- **Strategic Plan Objectives Update, Featured Artist Subcommittee:** The committee is in the beginning stages of thinking about featuring artists. They want to feature a variety of mediums and artist and settled on four per year. They are looking to partner with businesses and to ask for no commissions from art sales. The PAC's role is exposure to artists with also handling publicity, finding the artist, finding the venue, and organizing the event. It was suggested that if we identify all artists ahead of time, we can promote them like a series.

6. INFORMATION ITEMS

- **Finance Report:** The financial report was reviewed. Kathleen suggested that we remember our leadership gifts happen around the same time as the annual retreat.

7. COMMISSION COMMUNICATION

- **Sesquicentennial:** Pat brought up that the City is planning a year of programming in 2022 to coincide with the 150-year anniversary of Forest Grove being incorporated as a city. It was suggested that the PAC consider wrapping their programming around this theme. One event is already scheduled for October 5, 2022.
- **Thank You:** Kathleen presented a thank you card from Leah Hendrickson and her class.

8. STAFF COMMUNICATION

- **Star Wars Programming:** There will be a star wars program put on by the teen library council. They are currently meeting twice a month.
- **Library Foundation:** The Library Foundation received a \$100,000 bequest and it was determined that this money would go toward re-envisioning the children's area. Colleen suggested that the PAC be a partner in the artist solicitation process and perhaps in the design.
- **URA Funds:** Tom discussed the Urban Renewal Agency and their interest in partnering with the PAC to request art in the URA district. Bryan Pohl wants ½ hour at our next meeting to further describe this process and exciting opportunity.

9. ADJOURNMENT: 6:20 pm.