



PUBLIC ARTS COMMISSION MEETING

Thursday, June 20, 2024
Forest Grove Library, Rogers Room

Kristin Cast
Brenna Cooper
Dana Eytzen, Co-Chair/Treasurer
Brian Harris
Laurie Kerns
Kathleen Leatham, Secretary

Emily Lux, Co-Chair
Orson Marcel, Student Advisor
Linda Taylor
Pat Truax
Colleen Winters, Staff Liaison
Donna Gustafson, Council Liaison

Zoom Webinar:

Link: <https://us06web.zoom.us/j/81918529887?pwd=mtzWjGoKuo1YGpgUbyvbl28ehn9uP.1>
Meeting ID: 819 1852 9887
Passcode: 631421

A. Call to Order

1. Roll Call

B. Public Comment Time provided for anyone wishing to speak to the Public Arts Commission on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments are limited to 2 minutes unless additional time is granted by the Presiding Officer. The public comment period shall not exceed 30 minutes unless a majority of Commission members present vote to extend the time. Written comments must be submitted to cwinters@forestgrove-or.gov by 9 a.m. the day of the meeting. Zoom attendees may use the "Raise Hand" option to be called on.

C. Consent Agenda Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Commissioners who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. Approve Public Arts Meeting Minutes of May 16, 2024

D. Additions/Deletions

E. Discussion/Decision Items

1. Festival of the Arts Update
2. TLT Project Update:
 - Mural in 2025
 - 5 Year Plan

3. Increasing Visibility Brainstorm

F. Information Updates

1. Seven Generations Installation Update
2. Guardians Installation Update
3. Finance Report

G. Commission Communications

1. Commission Members
2. Staff Liaison
3. Council Liaison

H. Next Meeting Date/Time/Location

I. Adjournment

Americans with Disabilities Act (ADA) Notice: The City of Forest Grove will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the City Recorder's Office, 503-992-3235, mwoods@forestgrove-or.gov, at least 48-hours in advance of the meeting.

May 16, 2024

Call to Order: 5:21 pm by the Co-chair Emily Lux

Present: Pat Truax, Brian Harris, Emily Lux, Kathleen Leatham, Dana Eytzen, Linda Stiles-Taylor, Orson Marcel, Colleen Winter – Staff Liaison, Brenne Cooper (Zoom), Donna Gustafson – Council Representative (Zoom), Laurie Kerns (Excused), Kristen Cast (Absent)

Consent Agenda Items: Meeting Minutes of April 14, 2024, were approved as read. Motion to approve – Pat Truax. Second – Orson Marcel. Unanimous.

Additions, deletions: None

Discussion Items:

1. Festival of the Arts Subcommittee – Colleen presented the resolution/application to approve the Festival of the Arts Subcommittee to Council as printed in the Council Packet. There were no questions, and the subcommittee was approved by a 6-0 vote. Councilor Ewing thanked the PAC for forwarding the sub-committee request to Council. PAC question for Council – how will we guarantee the availability of Zoom (as required)? Colleen will speak with Jaime to determine how that will work successfully. Jaime had stated the staff time required for each sub-committee meeting would be two hours. Members questioned that amount of time.
2. Call for Art – TLT Mural – Dana presented the Call for Art and suggested a July 1, 2024, call go out. Convening of the selection jury will not require a sub-committee. Donna stated she would create spot on the agenda to present Call for Art Proposal to Council. Colleen asked if the call was ready to be scheduled already. Dana responded that she needs to talk to Anne re: Lincoln Park and Jessie re: City Hall as possible sites. If the call is for July 1, it would need to be approved by Council in June. Dana discussed the need to speak with Jessi and Anne, as well as the need to measure the spaces to determine size/stipend for artist may require that the call date be set forward until August 1, 2024. Linda expressed a concern regarding the PAC discretionary funds being accessed for the murals in addition to the TLT monies. Since the TLT monies are earmarked for murals and sculptures, it is

the PAC consensus that discretionary funds be kept for mini-grants and other ancillary activities of PAC's mission to provide art experiences to the community. Colleen indicated that Jesse will provide direction and there is a general sense that Council is not interested in spending discretionary funds on acquisitions covered by TLT parameters. Regarding the call, Pat asked if the TLT funds of 10K per year gives us enough for an artist stipend. Dana indicated there is less for a stipend than we have spent on other murals, but the spaces being considered are much smaller in scope than earlier murals. Sites under consideration are Lincoln Park rest rooms and a wall in City Hall. Linda reiterated that she does not support use of discretionary funds and asked that it be considered we take it out of budget. Final comment on murals and call for art – Emily stated that the going rate for mural artists ranges from 10-50 per square foot, with the average being 15-30 per square foot.

Information Update:

1. Seven Generations Installation Update – Structural Engineer, Ron Vandehey, is still working on his review and may have a report by next Wednesday. Ron does not know if reconfiguration would be necessary to approve.
2. Guardians Installation Update – Ibid
3. Festival of the Arts Update – Linda passed out the schedule of the June 5th First Wednesday and stated that they are distributed in town. The format is easier to read, and the schedules are printed in both English and Spanish. Passports are NOT being used moving forward, with the schedule as presented being the guide to events that will be used. Regarding the participant feedback from May 1st, there was an overwhelming positive response with very good feedback. Of the three participants who were somewhat disappointed in the turnout, Linda helped them understand that PAC coordinates and the participants handle their own, individual event publicity, signing, etc. and gave the groups examples of what can work. Marketing is key and the groups are responsible for that portion of their events. Linda spoke about the PAC booth on June 5th, stating that there would be a free book giveaway for kids, juniors and adults that would be

accompanied by some take-away activities. The books will be available in Spanish and English.

Commission Communication: Emily reported that the Indigenous Peoples: Past, Present and Future program sponsored by the FG Historical Society was excellent. The student group participation was outstanding. As future reference for PAC, this group has many activities we could possibly support. Emily further reported that she now has a studio on Main and she has received a commission from Amazon for a mural.

Staff Liaison Communication: Colleen reported that Lauren Sheehan would be performing at the Library during First Wednesday on June 5th from 4:30 to 5:30. Colleen further reported that the Book Sale is going on now at the Library.

Council Liaison: No Report

The next regular meeting of PAC will be held on June 20th at the Library.

Adjournment: The meeting was adjourned at 6:43 pm by the co-chair.

Review of Rotary Garden:

Baeza Donation:

Information updates:

Commissioners:

Staff Liaison:

Council:

	A	B	C	D	E	F	G	H	I	J	K
1	PUBLIC ARTS FUND										
2	Account 2801100 4748		REVENUE		Account 2801100 6220		EXPENSES	BALANCE	Account		EXPENSES
3	Discretionary Funds				Discretionary Funds				TLT FUNDS	date paid	amount
4	Balance		\$ 18,890.85		Expenses as of 12/31/17		\$ 9,319.71				
5	2018 Leadership Gift: Frye, Goetzke, Taylor, Eytzen, Lux, Truax, Broom, Leatham		\$1,750.00		Tres Novem Plaque Awards Specialtie	2/1/2018	\$ 595.00				
6	Stars in the Grove Donation	3/8/2018	\$2,176.07		FGSD Rental for Art Bizarre	paid 5/10/18	\$ 75.00				
7	Jeanne Levy Donation	4/16/2018	\$250.00		Mini-Grant-Cornelius Elem Handprint Mural	paid 5/23/19	\$427.31				
8	Mary Easton Donation	6/1/2018	\$1,000.00		Mini-Grant CAST Technical Intensive Workshop	paid 10/10/19	\$ 49.13				
9	Spring Art Bizarre booth fees	6/1/2018	\$495.00		Mini-Grant-CAST Anything Goes	paid 10/10/19	\$ 500.00				
10	Coloring Book Sales	6/14/2018	\$190.00		Nova Enterprise Translation Services	paid 8/29/19	\$ 50.00				
11	Meet the Artist Dinner on 6/30/18	7/3/2018	\$825.00		Facebook Ads for Art Bizarre	paid 9/6/19	\$ 23.00				
12	Coloring Book Sales	8/10/2018	\$20.00		Facebook Ads for Art Bizarre	paid 10/6/19	\$ 27.00				
13	Fall Art Bizarre booth fees	9/21/2018	\$455.00		Facebook Ads for Art Belongs Contest	paid 11/6/19	\$ 17.34				
14	Winter Art Bizarre booth fees prepay	9/21/2018	\$70.00		Facebook Ads for Art Belongs Contest	paid 12/5/19	\$ 181.83				
15	Winter Art Bizarre booth fees	12/18/2018	\$665.00		Prize Awards for Art Belongs Contest	paid 01/10/2020	\$ 450.00				
16	2019 Leadership Gifts: Taylor, Leatham, Goetzke, Tracewell, Truax, Lux, Frye, Eytzen		\$1,450.00		Refreshments @ Art Belongs Contest	paid 1/16/2020	\$ 71.20				
17	Coloring Book Sales	1/15/2019	\$42.00		Sponsorship signs from Miracle Signs	paid 5/21/2020	\$ 50.00				
18	FG Foundation Reserves	3/7/2019	\$283.90								
19	Meet the Artist Dinner on 7/20/19	8/5/2019	\$665.00		Mini-Grant-Social Justice Mural	approved 9/17/20	\$ 500.00				
20	Meet the Artist Dinner on 8/3/19	8/5/2019	\$220.00			paid 10/20/2020	\$ 450.00	???			
21	Art Bizarre Booth Fees:	10/2/2019	\$735.00		Messages of Hope- yard signs	paid 12/31/2020	\$ 2,599.20				
22	97116 Pop Up Art Show booth Fees:	12/31/2019	\$100.00		Carriage Ride Tour (Mural Fest)		\$ 600.00	?			
23	Stars in the Grove raffle/concessions	2/24/2020	\$210.00		Mini-Grant April Hoff?? 97116??	paid 12/28/2022	\$ 500.00				
24	Stars in the Grove benefit	3/30/2020	\$1,800.19		Ursula Barton Reimbursement- (Mural Fest)	paid 11/16/2022	\$ 203.62				
25	2020 Leadership Gifts: Goetzke, Taylor, Lux, Truax, Tracewell, Frye		\$600.00		Sponsorship-Valley Art Hands and Heart (AAE)	paid 11/16/2022	\$ 500.00				
26	Memorial Gifts Ray Leatham	2/1/2021	\$100.00		"Art Belongs..." Decals- Miracle Sign	paid 10/04/2022	\$ 134.40				
27	2021 Leadership Gifts: Truax		\$100.00		"Art Belongs..." Decals- Miracle Sign	paid 10/04/2022	\$ 90.00				
28	2022 Leadership Gifts: Truax, Lux, Savoie Tintary, Eytzen, Leatham		\$202.00		Mini-Grant- Leah Dots Project	paid 3/09/2023	\$ 500.00				
29	Walking Tour Donation	11/17/2022	\$40.00		Sculpture relocation- Ben Dye	paid 7/11/2023	\$ 1,755.00				
30	Carriage Tour Donation	10/12/2022	\$28.00		Fall into Art- food	11/18/2023	\$ 169.00				
31	Carriage Tour Donation	9/27/2022	\$60.00		Fall into Art- sign (Miracle Sign)	11/15/2023	\$ 210.00				
32	Carriage Tour Donation	9/21/2022	\$68.00		Fall into Art- kids make-and-take artists	11/18/2023	\$ 170.00				
33	2023 Leadership Gifts- Leatham, Savoie Tintary, Truax, Lux, Taylor, Eytzen	12/31/2023	\$1,641.00		Sculpture Installation- Epoxy/polish	12/1/2023?	\$44.58				
34	Meet the Artist Dinner (Tracewell) 8/12/23	8/12/2023	\$1,285.00		Art Festival Printing	4/1/2024	\$ 89.97				
35	Meet the Artist Dinner (Leatham) 8/25/23	8/25/2023	\$1,802.00								
36	Fall Into Art- booth fees	11/18/2023	\$175.00								
37	Coloring Book (pencils)	11/18/2023	\$2.00								
38											
39	Art Festival 2024 donation	12/28/2023	\$500.00								
40											
41											
42											
43											
44	Discretionary Fund Total		\$ 38,896.01		Total		\$ 20,352.29	\$ 18,543.72	Total	\$ 10,000.00	\$ -
45					RESERVES						
46					Maintenance on benches		\$ 723.95				
47								\$ 723.95			
48					TOTAL AVAILABLE			\$ 17,819.77			