



PUBLIC ARTS COMMISSION MEETING

Thursday, August 15, 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 Commission Meeting Minutes of July 18, 2024

D. Additions/Deletions

E. Discussion/Decision Items

1. Festival of the Arts 2024 Update
2. Advertising and Increased Visibility: PLEASE COME WITH IDEAS
3. TLT Project Update: Lincoln Park Mural 2025
4. Fall Into Art Call

F. Information Updates

1. Finance Report
2. Seven Generations Update
3. Guardians of the Grove Update

G. Commission Communications

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

H. Next Meeting Date/Time/Location

1. September 19, 2024, 5:00-6:30 in the Rogers Room

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.



**PUBLIC ARTS COMMISSION
MEETING MINUTES**

**Thursday, July 18th, 2024
Library Rogers Room**

<i>Minutes are unofficial until approved by the B/C.</i>
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1. CALLED TO ORDER:

Dana Eytzen, Chair, called the meeting to order at 4:59 pm

ROLL CALL: Dana Eytzen, Linda Taylor, Brenna Cooper, Orson Marcel, Emily Lux

STAFF PRESENT: Colleen Winters

COUNCILOR PRESENT: Donna Gustafson

EXCUSED: Brian Harris, Pat Truax

ABSENT: Kristin Cast, Laurie Kearns, Kathleen Leatham

Guest: Allie Losli (Valley Art Association), Katy Cannon (Board Buddy)

2. PUBLIC COMMENT: None

3. CONSENT AGENDA:

A. *Approve B/C Meeting Minutes of June 20th, 2024. Emily Lux moved to approve minutes as corrected, Orson Marcel seconded. Motion approved, unanimously.*

4. ADDITIONS/DELETIONS:

A. Addition: Add E4. Fall Into Art in conjunction with the annual 97116 Art Show.

B. Deletion: Remove original E4: Advertising and Increased Visibility (too many members absent for the robust conversation we need to have, add to next month's agenda.)

5. DISCUSSION/DECISION/PRESENTATION ITEMS:

A. Review Sponsorship Application: Sponsorship application for Valley Art's 34th annual Chalk Art Festival was reviewed, with a verbal presentation by

Allie Losli. Motion to approve made by Linda, seconded by Emily. Motion carried, unanimously.

- B. Festival of the Arts 2024 Update:** The final stakeholders meeting was held, and a PAC/FOTA wrap-up meeting is scheduled for August 27th. Festival of the Arts stakeholder feedback will be reviewed. August 7th is the final festival date for the year. Feedback so far has included a desire for the main stage to not be located behind market booths for better access and how to improve advertising. The PAC is considering sponsoring the two booths in front of the market stage (but not placing booths there) to maximize visibility of the performers. Further discussion will occur at the wrap-up meeting.
- C. TLT Project Update: Mural in 2025:** Approval was granted to paint a mural on the entire restroom structure at Lincoln Park. If the necessary repairs are completed on the crumbling areas, that square footage total will be included in the call for artists. The project total (including the damaged areas) is approximately \$17,000 based on a calculation of \$20 per square foot. If the repairs are declined, the damaged areas will be omitted from the project and will alter the total cost. The project contract should be available by August first. Paul will accept help drafting the contract, and an updated version will be sent using prior mural projects as a framework. Communication will occur between the PAC, City Council, and City Manager outlining the complete plan soon.
- D. Fall Into Art in conjunction with 97116:** Does the PAC want to hold an artist event in conjunction with the 97116 Show, as we have in past years? There was not a heavy volunteer need previously. Can the budget be smaller? Last year, two people were paid to provide children's art activities. There were very few children in attendance last year, so this can be omitted. Can we still charge a booth fee (traditionally \$35), or is that considered a "fundraiser"? We will clarify this with Council. In the past, the booth fee has only covered the cost of the event, providing an opportunity for artists to showcase their work so we are unsure if this would be considered a fundraiser under the new guidelines. The discussion consensus was to proceed with the event if allowed.

6. INFORMATION / UPDATE ITEMS:

- A. Seven Generations Update:** Tomorrow, the stone base will be placed. The actual sculpture will be installed on Saturday morning. The unveiling will be scheduled when Cat returns-she is out of town until late August. We will draft verbiage for a plaque to be installed on the stone and order soon through Jamie.

B. Guardians of Grove Update: This sculpture is installed and complete as of yesterday! The artist provided a few dates for an unveiling in August, celebration date to be announced soon.

C. Finance Report: No changes.

7. B/C COMMUNICATIONS:

Emily: Forest Grove ReStore and Amazon murals are scheduled for August and September. The 97116 Show will be on the Pacific campus this year at the Cawein Gallery.

8. STAFF COMMUNICATIONS:

Colleen: The restroom remodel is going well and is ahead of schedule. The east end is being completed first, then the west end. The summer reading program is going strong. This year, the adult reading program, "Read for a Cause", is donating to Meals on Wheels. For every 100 hours of reading, one meal will be donated to Meals on Wheels. 33 meals have been donated so far.

9. COUNCIL LIAISON REPORT: None

10. ANNOUNCEMENT OF NEXT MEETING: The next meeting will be held on August 15th, 2024 at 5:00 in the Library Rogers Room.

11. ADJOURNMENT: The meeting adjourned at 5:49 pm

Respectfully submitted by Emily Lux