



PUBLIC ARTS COMMISSION MEETING

Wednesday, September 18, 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 08.15.2024

D. Additions/Deletions

E. Discussion/Decision Items

1. Kidd Court Memorial Project
2. Advertising and Increased Visibility: *PLEASE COME WITH IDEAS*
3. TLT Project Update: Mural in 2025

F. Information Updates

1. Plaques
2. Seven Generations Update
3. Finance Report
4. Fall Into Art

G. Commission Communications

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

H. Next Meeting Date/Time/Location

1. October 17, 2024, 5:00pm - 6:30pm 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

Thursday, August 15, 2024

Forest Grove Library, Rogers Room

- A. Call to Order 5:00 pm
 1. Roll Call – Kristin Cast, Brenna Cooper (zoom), Laurie Kerns (absent), Dana Eytzen, Brian Harris, Kathleen Leatham, Emily Lux, Orson Marcel, Linda Taylor, Pat Truax, Colleen Winter (Staff Liaison), Donna Gustafson, (Council Liaison)
- B. Public Comment – None
- C. Consent Agenda
 1. Approve PAC Meeting Minutes of July 18, 2024 – Pat Truax moved and Kathleen seconded. Minutes approved
- D. Additions/Deletions – Summer Rec Program at Bard Park
- E. Discussion/Decision Items
 1. Festival of the Arts – Linda reported that we had over 58 events over the 4 months. At this time, only \$150 is left for expenditure reimbursement. On August 27th there will be a wrap-up meeting. At 5:30 pm there will be a meeting of Stakeholders. Linda will guide a full discussion of feedback regarding the festival from the viewpoint and experience of the participants. Linda will send out an agenda to stakeholders prior to the meeting. This will be a joint meeting with the PAC present. At 6:30 pm, PAC members will meet to discuss the festival and feedback to determine if this is an event we would like to continue and grow. Jaime will send out the agenda for the PAC special meeting. Linda further reported that the feedback so far from participants has been mainly positive. Linda spoke with Adelante Mujares staff who were also supportive of the festival and had some suggestions for changes should we continue to another year.
 2. Advertising and increased visibility – A discussion was held regarding methods to make PAC more visible in the community. The following are suggestions to be followed up on:
 - Reserve space in the library to give info to patrons re: what we do
 - Repetitive imagery for PAC
 - Distribute PAC logo napkins to restaurants, venues
 - Small vignette of videos of artists to be put on web site – video interviews
 - Linda reported that she will be reserving a square on Main Street and the chalk for PAC on the advance registration evening at Valley Art and will deliver to Pat for the folks who will be doing Chalk Art to promote PAC.
 3. Dana updated the Call for Art for the Lincoln Park Mural. Mural will be 850 sq. ft at \$20 per sq. ft. The mural must be able to be pressured washed. Anti-graffiti

coating that can be cleaned by being lightly pressured washed will be applied. The city has approved the location. Colleen commented that TNT monies are to be spent for tourism. In planning to spend TNT money, incorporate into the plan the goal to enhance tourism. Dana responded with a quote from Emily supporting all public art is potentially just for tourists. Conversation ensued regarding the importance of a greater level of art into the community. Consensus was to proceed with the Call as directed. Kathleen moved and Pat seconded. Unanimous. Dana to get contract from Paul.

4. Dana shared the invitation to artists who want to participate in Fall Into Art this coming November. Currently, four have applied. Kristen suggested that we add some information regarding PAC. Dana will add logo to invitation.

F. Information Updates

1. Finance Report – No change until next meeting
2. Seven Generations Update – A woman fell over the stone, so the area will be protected with posts and chains. There has been some negative feedback from the public. A dedication/celebration will be held on 9/11/24 at 4:00 pm.
3. Guardians of the Grove Update – A dedication of the piece was hosted by the Rotary on August 16, 2024 at 3 pm. The artist and Mayor Wenzl spoke.
4. Bard Park Information – PAC commissioned the mural for the Fitness Court. In 2023, Linda started calling Parks and Rec to see about having a porta potty placed in the park for just three months out of the year. The park is the site of structured kids' activities plus lunch during the summer. Additionally, she requested that the six tables that had been removed during Covid be brought back to the park. The city returned three of the tables, which are not enough to support the program of activities and lunch. This summer program supports the full community at no cost and serves predominantly low-income children. This is in line with the stated goals of the city, and certainly of the program. Donna Gustafson said she would include this report in her comments to the Council.

G. Commission Communications

1. Commission Members – Emily shared that she has a gallery opening and artist talk. ADX Gallery Friday Sept. 6th and Saturday, Sept. 7th.
2. Staff Liaison – Colleen reported that the restrooms in the library are nearly completed. The Adult summer reading program, Read for a Cause, benefited Meals on Wheels. To date, this effort has provided for sixty meals.
3. Council Liaison – No report

H. Next Meeting Date/Time/ Location

1. The date for the next meeting will be September 23, 2024 at 5 pm in the Rogers Room of the library.

Meeting Adjourned – 6:13

	A	B	C	D	E	F	G	H
1	PUBLIC ARTS FUND							
2	<i>Account 2801100 4748</i>		REVENUE		<i>Account 2801100 6220</i>		EXPENSES	BALANCE
3	Discretionary Funds				Discretionary Funds			
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		Seven Generations Rock and Installation	9/5/2024	\$ 1,427.49	
36	Fall Into Art- booth fees	11/18/2023	\$175.00		Festival of the Arts (reimb to Linda T)	9/5/2024	\$ 121.55	
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		\$ 21,901.33	\$ 16,994.68
45					RESERVES			
46					Maintenance on benches		\$ 723.95	
47								\$ 723.95
48					TOTAL AVAILABLE			\$ 16,270.73