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PUBLIC ARTS COMMISSION	January 16, 2025
MEETING MINUTES	Library Rogers Room, ZOOM

Minutes approved by the B/C February 20, 2025.

1. <u>CALLED TO ORDER:</u>	
	Dana Eytzen, Co-Chair, called the meeting to order at 5:06 p.m.
	ROLL CALL: Dana Eytzen, Emily Lux, Brian Harris, Brenna Cooper, Orson Marcel, Linda Taylor, Kristin Cast, Kathleen Leatham, Susan Dieter-Robinson
	ABSENT:
	EXCUSED:
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: Donna Gustafson
2. <u>PUBLIC COMMENT:</u>	
3. <u>CONSENT AGENDA:</u>	
	a) <i>Approve B/C Meeting Minutes of November 21, 2024 Moved by Pat Truax, 2nd by Brian Harris.</i>
4. <u>ADDITIONS/DELETIONS:</u>	
5. <u>Discussion/Decision Items:</u>	
	1. Officer Elections Discussion on officer elections, listing the positions of Chair, Vice Chair, Treasurer, and Secretary. The slate for the positions: Dana Eytzen as Chair, Emily Lux as Vice-Chair, Dana Eytzen as Treasurer and Brian Harris as Secretary. Kathleen made the motion to accept the slate, seconded by Brian. The motion was approved unanimously.
	2. PAC Retreat Potential dates for the PAC retreat were discussed and March 22 was tentatively chosen. Kathleen offers her home as the location. PAC then discusses potential

	topics of discussion for the retreat, including reviewing the strategic plan, and Kristen's marketing/publicity proposal. 3. Festival of the Arts Linda updated PAC on the progress of Festival of the Arts. She communicated to the group about the new schedule format for the brochure as well as progress on city approval for a Canva website which would contain more information for the public about the festival. The MOU was also discussed in regards to the deadline and potential sponsorships. Lastly, Linda updated the group on potential publications for press releases and publicity and also shared that the sub-committee would be looking into expanding that list. 4. Lincoln Park Mural The contract has been signed and the artist will soon give a timeline. PAC also discussed the idea of celebrating the 20th anniversary of the commission during the Festival of the Arts and possible passing out stickers as well as possibly cookies with the PAC logo. PAC agrees to table discussion of this for a future discussion. 5. Seven Generations Project and Plaque Updates Discussion about the barrier, including costs and logistics – specifically the need for it to be durable and safe. It was also mentioned that the plaque needs to be reformatted for legibility and brevity. Jaime will order the plaque once this has been accomplished. 6. Forest Grove Magazine Article Feature PAC discussed potential for regular articles in the publication
6.	<u>INFORMATION / UPDATE ITEMS:</u>
	Finance Report and Mini Grants Dana presented the finance report and noted a discrepancy in the budget and the need to reconcile it with the city's records. PAC also discusses carriage ride expense and the need to confirm its inclusion in the budget. The remaining funds from Fall Into Art was discussed and their potential for use in future projects but the importance of keeping the funds and using for their intended purpose was emphasized.
7.	<u>B/C COMMUNICATIONS:</u>
8.	<u>STAFF COMMUNICATIONS:</u>
	Colleen Winters updated the PAC on the completion of new project which includes the library's west restroom improvement project, as well as the upcoming work session with WCBC and potential upgrades to the children's library.

9.	<u>COUNCIL LIAISON REPORT:</u> Councilperson Gustafson updated the PAC on the city's interest in purchasing the Forest Grove Theater building, the Woodfold lot as well as updates on the new police building. Questions were asked about the buildings being torn down. Donna assured PAC that the theater would not be torn down based on its historical value. She also said that there were no plans to tear down the buildings on the Woodfold property.
10.	<u>ANNOUNCEMENT OF NEXT MEETING:</u>
	2/20/2024 5pm Library
11.	<u>ADJOURNMENT:</u> The meeting was adjourned by Dana Eytzen at 6:05pm. Respectfully Submitted by Brian Harris