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PUBLIC ARTS COMMISSION	March 22, 2025
MEETING MINUTES	11800 Johns Landing Road, Carlton

Minutes approved by the B/C 04.17.2025.

1. CALLED TO ORDER:	
	Dana Eytzen, Co-Chair, called the meeting to order at 9:07 am
	ROLL CALL: Dana Eytzen, Emily Lux, Brian Harris, Orson Marcel, Linda Taylor, Susan Dieter-Robinson, Pat Truax, Kathleen Leatham
	ABSENT: Kristin Cast
	EXCUSED: Brenna Cooper
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: none
2. PUBLIC COMMENT:	
3. CONSENT AGENDA:	
	1. Approve February 20, 2025 B/C Meeting Minutes with changes moved by Linda, 2nd by Emily. Minutes approved unanimously.
4. ADDITIONS/DELETIONS:	
	No additions or deletions
5. Discussion/Decision Items:	
	1. Review Strategic Plan
	#1 Identify local artists and promote work:
	Dana mentioned that in the past we have collaborated with Subashini. Dana contacted to do it again but has not heard back. Linda, Brian and Dana discussed using featured artists and mural videos in library during FOTA 2025 as promotion and Dana said she will share the link to the videos with Brian.
	#2 Ensure a Healthy Organization:
	Kathleen asked what the parameters were for applying for grants and Dana said we would probably need to fill out the fundraising form to be approved by

council. Colleen said she assumed that was true but wasn't sure if that was a fact – suggested it might need some research before going to council

Some discussion raised about the city process for boards and commissions, specifically regarding fundraising. The group agreed that it is time to address the city on possible review and rules changes. Emily and other PAC members suggested a work session with our liaison, Councilor Gustafson, to perhaps make a proposal to the city once the PAC has a draft written about how the changes have affected them over the past year.

On the topic of securing funding, Emily stated that without changes to B&C rules, funding remains difficult with only TLT funding. Colleen stated that URA funds are not necessarily off the table, but they aren't currently designated to PAC.

Managing and promoting the city collection: Dana discussed an update about the potential online component to the city collection and mentioned that the idea involved a map with bubbles that would pop up when clicked, making it easier for people to see the art. She spoke to the city's website person, Stephanie, who will be working on implementing this idea with the help of a spreadsheet of information that Dana will provide to her. Stephanie said she won't be able to do this right away but Dana will continue to update PAC as progress is made.

Pat Trux inquired about the sister city collection and Dana mentioned she hadn't heard anything since Anna was involved. Colleen said she also hadn't heard much but was aware of some ongoing discussions in the city about how to maintain and support that relationship and mentioned she would follow up on that. Dana asked if we have photographs of the items in the Sister City collection and Colleen said we did not, they are all labeled.

Acquisition of Art

Dana mentioned that this year we'll be doing the mural and that we should potentially skip next year and plan on a project for 2027. Kathleen proposed that we keep some flexibility for an acquisition for next year, should we have the ability to do some fundraising or find money somewhere and Dana agreed and added that if PAC were able to get funding for something then perhaps it could be for the PAC anniversary. She also mentioned that if that were to happen then we would want to put the call out for that in the fall.

Colleen added as a reminder that Jesse has been advocating that PAC put together a long-range plan for art acquisition. Susan offered the idea of perhaps something to display at the new police station and there was some discussion about how visible that would be to the public.

Update Literature and Coloring Book:

Dana said the content still needs to be converted into PDF which she will do. Pat mentioned that a coloring book of the outline of the crane mural and others might be a good idea. Some discussion on how to convert pictures of the murals and convert them into outlines for coloring purposes- possibly for the Anniversary. Brian and Pat offered to help with this project.

Promotional Items

Emily stated that a visual promotional campaign might be interesting. She suggested that perhaps we could show members of the community engaging in art much like the “Everybody Reads” campaign

Marketing, Advertising and Outreach

Dana suggested leaving this as “ongoing” since PAC will talk about this in detail later in the meeting.

#3 Collaborate to Increase Participation in the Arts

Dana starts with the Forest Grove Festival of the Arts and Linda mentioned that the names listed on that particular project should be updated to: Brian, Orson, Linda and Kristin

Some discussion on the PAC anniversary and whether or not it should be called anniversary or birthday. Consensus seems to be “birthday”. Dana mentioned perhaps forming a sub-committee for planning purposes but ultimately it is decided that we keep the planning to the regular PAC meeting agenda

Dana brought up Art Walk and Linda stated that the information for it is buried on the city website and not very accessible for people. Dana says we should ask the city to post it on their Facebook account on in a while. Emily mentioned that perhaps we could add the information for Art Walk to the new collection website being worked on. Colleen also mentioned that News in the Grove (Chas Hundley) might be a good option for promoting this as well.

Dana moves on to Fall Into Art and collaborating with 97116 and Linda mentioned that we should have promotional items there, since we can’t sell them at Festival of the Arts. Dana agreed and mentioned that we could do a PAC booth as well.

Next, Dana mentioned the one a year sponsorships and Linda recommended we change the language to say “minimum” one a year to keep our options open in case we can begin fundraising again. Some discussion the Cast program in Theater in the Grove and the possibility of providing mini grants to those applicants. Dana said that due to the pricing structure, it may not qualify for grants. Susan asks if we have PAC information at Theater in the Grove. Dana was unsure but mentioned that PAC has some brochures and though out-dated, might be good to place there. Kathleen suggested that perhaps PAC could attend one of their board meetings to discuss potential collaboration/support opportunities.

Colleen wanted to advocate for the creation of a long-term plan for the acquisition of art, with or without the money, and recommended that instead of skipping 2026, PAC should instead put something specific there. She asserted that Jesse has been very consistent about wanting that. She added that PAC

could indicate somehow that we are developing a long term plan. PAC members agreed.

Dana brought up the topic of concerns about ongoing funding and mentioned that reviving “Meet the Artist” dinners might be an option to replenish the budget and will write the Fundraising Request form. Colleen mentioned that PAC is now considering a fundraising request as well as a proposal to overhaul the fundraising/sub-committee process and that we should decide on how we ultimately want to proceed. Some discussion from PAC on how we might approach the city on this topic, primarily on how we should emphasize nuance in B&C rules and perhaps format our proposal as a presentation. Also, there was an idea to possibly invite Jesse to a PAC meeting for a presentation. Dana said she can plan to have the proposal written up by April, at which point PAC can review at the April meeting and then have Jesse attend PAC in May

2. Review Budget and Finance Report(s)

PAC reviewed the financials and there was nothing new to report.

3. Marketing and Visibility Proposal

Dana began the discussion on the marketing proposal made by PAC member Kristin (not present). Linda wanted to preface the discussion with some historical background, primarily that PAC has, over the past 20 years, attempted to raise awareness of the PAC and that not much progress was made on that front. She asserted that the PAC should focus its energy on raising awareness for the arts rather than a campaign to just promote PAC. Colleen advised that before PAC continues the discussion on individual design elements in the marketing proposal, perhaps they should address Linda’s statement and decide if it’s something we want to spend time on. PAC agrees and there is some discussion on simply ensuring the PAC name is represented at/on PAC projects (plaques, banners, booths, website, etc.). PAC also agrees that more discussion on this topic is warranted.

4. Festival of the Arts 2025

Linda provided updates about the 2025 Festival of the Arts (FOTA) and informed PAC that she was still working with Adelante on various details such as canopies, furniture, etc. She said she should have more information the following week. She mentioned that Emily had finished all of the templates for the four months of the festival. Linda also mentioned that she still hadn’t received a decision regarding the FOTA website, which could impact the QR code that currently directs users to the Facebook event page.

Linda mentioned that it has been difficult getting folks to show up for the stakeholder meetings and that she is still trying to get commitments from people. She also asked PAC for ideas for the PAC booth during FOTA. Brian mentioned that he will work with Nathan at the FG Library on securing space to show the mural videos during the festival. Susan mentioned that she will reach out to Theater in the Grove for possible involvement. Linda mentioned some other ideas such as puppetry, literary arts (recommending and giving away books),

	paper flowers, musical petting zoo, multilingual poetry board, and fabric loop board. It's also suggested we contact Writers in the Grove for an open mic. The idea for a collaborative paintable board was also suggested. Linda said she has supplies for that and Emily and Kathleen volunteered to assist with that for August. Kathleen will talk to Miracle Signs about supplies donation. Linda continued with the discussion and mentioned the coloring zines and the need for help with folding them, perhaps folks taking some home to work on. She also mentioned the need for booth volunteers and passed out a sign-up sheet.
6.	<u>INFORMATION / UPDATE ITEMS:</u> 2. Plaques – Mural and Sculptures Dana provided updated plaque costs with seven generations at \$360 and guardians at \$260, which does not include installation. If we were to get all the plaques needed in this format (a zinc material) it will cost \$1150- not including installation. Pat suggested finding out more about install costs before making a decision. Dana is also going to look into another option. 3. Seven Generations – Trip Hazard Dana asked who the decider for this would be and Colleen said that while PAC would decide on the method of install, she wasn't sure who would actually do the installation. Dana said she will try and find out and Colleen will find out if the stanchions are even allowed.
7.	<u>B/C COMMUNICATIONS:</u>
8.	<u>STAFF COMMUNICATIONS:</u> Colleen wanted to ask PAC members if they had heard about the state of the city event. She mentioned that it was a success but had encountered some people who did not know about it and was curious whether PAC had seen it advertised.

9.	<u>COUNCIL LIAISON REPORT:</u> NONE
10.	<u>ANNOUNCEMENT OF NEXT MEETING:</u> April 17 @ 5pm in Rogers Room
11.	<u>ADJOURNMENT:</u> The meeting was adjourned by Dana Eytzen at 12:11 pm Respectfully Submitted by Brian Harris