



PUBLIC ARTS COMMISSION MEETING

Thursday, May 21, 2026
Forest Grove Library | Rogers Room

Mariah Amador
Brenna Cooper
Susan Dieter-Robinson
Dana Eytzen, Chair/Treasurer
Brian Harris
Kathleen Leatham, Secretary

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

Zoom: <https://us06web.zoom.us/j/87254850414?pwd=xW6YqbriA0FSW0tGV7CEPRm5hD6mi9.1>

Meeting ID: 872 5485 0414 **Passcode:** 612146

A. Call to Order

1. Roll Call

B. Public Comment Time provided for anyone wishing to speak to the Public Arts Commission. Comments are limited to 2 minutes unless additional time is granted by the Chair. The public comment period shall not exceed 30 minutes unless a majority of Commissioners present vote to extend the time. 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 March 26, 2026
2. Approve Public Arts Commission Retreat Meeting Minutes of April 11, 2026
3. Approve Public Arts Commission Meeting Minutes of April 23, 2026

D. Additions/Deletions

E. Discussion/Decision Items

1. 20th Anniversary Celebration
 - Invite List
 - Media Blitz - Brian & Emily
 - Reception - Dana & Kathleen
 - Display Case and Arts Showcase - Linda, Brenna, and Susan
 - Budget

F. Information Updates

1. Main Street Project
2. Tribute to Pat Truax
3. Finance Report

G. Commission Communications

1. Commissioners
2. Staff Liaison, Colleen Winters
3. Council Liaison, Donna Gustafson

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.



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PUBLIC ARTS COMMISSION Thursday, March 19th, 2026 MEETING MINUTES Forest Grove Library, Rogers Room

Minutes are unofficial until approved by the B/C.

1. CALLED TO ORDER:

Dana Eytzen, Chair, called the meeting to order at 5:02 pm

ROLL CALL: Mariah Amador, Brenna Cooper, Susan Dieter-Robinson, Dana Eytzen, Kathleen Leatham, Emily Lux, Orson Marcel, Linda Taylor

STAFF PRESENT: Colleen Winters

COUNCILOR PRESENT: Donna Gustafson

EXCUSED: Brian Harris, Pat Truax

ABSENT: N/A

Guest: N/A

2. PUBLIC COMMENT: None

3. CONSENT AGENDA:

A. *Approve B/C Meeting Minutes of February 19th, 2026. Kathleen moved to approve minutes as written, and Emily seconded. Motion approved, unanimously.*

4. ADDITIONS/DELETIONS: None

5. DISCUSSION/DECISION/PRESENTATION ITEMS:

1. 20th Anniversary Celebration

a. Planning - Discussed planning document (attached)

b. Job Sign-Up - Distributed job document for sign-ups

The PAC decided not to host a farmers market booth, and to instead focus on our library events (public event and invite - only celebration)

2. Downtown Art Installation(s) / TLT Funds -

A “field trip” will be scheduled in the downtown Main Street area to identify spaces for sculpture installations. Colleen and Dana met with Jesse. The importance of placemaking was a large part of the discussion for this project. **3. Downtown Corridor Waste Enclosures Subcommittee**

Ideas were discussed, including nature-based photography, which could relate well to the animal “scavenger hunt” we’ve been discussing for the downtown area. Plaques will be ordered to identify each participating artist. We will get advice on what materials would be best to use for this project for longevity.

Dana will set up subcommittee meetings for both projects.

6. INFORMATION / UPDATE ITEMS:

A. Finance Report: No changes.

B. Meet the Artist Dinners:

a. Leatham/Pike

b. Waltz/Marcel

We will possibly ask Maggie if she would like to do a joint MTAD with her husband Joe, who is creating fused glass work. Dates will be discussed at the retreat for both events.

7. B/C COMMUNICATIONS: Linda - Green Grove Cohousing is hosting an open house with tours, refreshments, and music on May 2nd, 1-4 pm. Dana - Waltz is hosting music on Saturday (Old Yellers). The Lobster Truck will be on-site on 4/18, and Waltz is turning 12 on April 18th with live music by Buds of May Revival.

8. STAFF COMMUNICATIONS:

Colleen: All library positions are now filled. The new youth librarian begins tomorrow. Jack Buck, reference supervisor, started in early March.

9. COUNCIL LIAISON REPORT: Building improvement grants will improve the downtown area. Recipients include Slow Rise and Taqueria Corona. On July 4th, Oregon’s 250th birthday will be celebrated with a fireworks display. If you weren’t in attendance, try to watch the State of the City program.

10. ANNOUNCEMENT OF NEXT MEETING: The next meeting (annual retreat) will be held on April 11th, 2026, at 9:00 am at Waltz Brewing.

11. ADJOURNMENT: The meeting adjourned at 6:12 pm

Respectfully submitted by Emily Lux



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PUBLIC ARTS COMMISSION	April 11, 2026
MEETING MINUTES	1900 A St. Forest Grove, Oregon 97116

Minutes are unofficial until approved by the B/C.

1. CALLED TO ORDER:	
	Dana Eytzen, 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, Kathleen Leatham, Brenna Cooper, Mariah Amador
	ABSENT:
	EXCUSED: Pat Truax
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: none
2. PUBLIC COMMENT:	
3. CONSENT AGENDA:	
4. ADDITIONS/DELETIONS:	
	No additions or deletions
5. Discussion/Decision Items:	
	<p>1. 20th Anniversary Planning</p> <p>INVITATIONS:</p> <p>Dana presented PAC with a list of potential invitees for review. Linda also presented a print out with other potential invitees – folks who overlapped with Festival of the Arts. PAC discussed the lists to decide on the final version and worked on determining current contact info for some invitees. PAC discussed final invite count and how that affects the overall budget (How do we word the invite? Plus one?) Dana went over the math on budget and calculated that at \$25/person and 200 people would be \$5,000 – which does not include banner. Other misc. costs would be around \$680. Linda advised that there would likely</p>

be a less than 50% attendance rate and that we should invite everyone on the list and anticipate half. Colleen advised culling the list and focusing more on current and recent contributions to the arts in FG, and also for PAC to consider the space being used, which would affect invitation list. Colleen and Kathleen volunteered to go over the list in detail to make the final decision.

BREAKOUT SESSIONS:

Media Blitz

Press Releases/Social Media

Every week in September - through September 26th

Could be categorized instead of doing a single mural, do several

- Press releases for anniversary events (news-times, magazine, city newsletter)
- Write up about PAC and Anniversary
- Local Art Features (PAC accomplishments)
- Specific Murals/Sculptures (video project? Hidden art in FG)
- Pass out flyers for library event
- Scavenger Hunt – Art Related. Details TBD

Display Case

September 8th – display case setup

September 26th – special presentation (3pm – 5pm tentative, also take down case that night)

Linda and Susan described the tentative plans for the library display case - Potential items on display: dance costumes, Dana's PAC blanket, PAC mission statement (and Spanish version), photos, instruments, framed posters, something to characterize history. For the event, east end of library. They also recapped for PAC potential plans for an Author fair (approximately 8 authors, autographing, etc.), art project. Linda also discussed using a modified version of the Zine to get the word out as well as having a video loop in history room (same looping video from FotA film festival) – loop it in the case as well? Background musicians, plus a PAC table with stickers and door prizes. Linda asked that PAC please contact her if anyone has other items/ideas for the case (buckets of brushes, old cameras, etc.)

PAC Reception on 9/20

Dana shared with everyone the plan for the PAC Reception

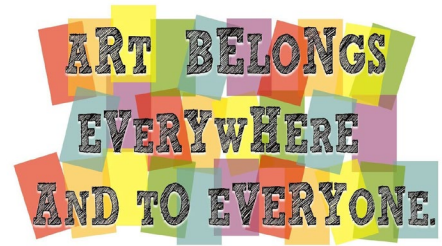
- Library lobby
- Pacific University Jazz Band and/or Harp (Brenna will ask about Leah, Harpist)
- Stick to east end of building
- Will ask Pete Truax and Tom Gamble if they would like to speak at event
- Kathleen or Colleen will give short intro (and introductions of commissioners) about PAC at event
- PAC will send out a Save the Date and an Invite
- Food/Catering still needs to be worked out and fit into budget

Budget

	<p>Dana led PAC in a discussion and review of the budget. Including food and the banner, the estimated cost for printing, stickers, photos, musician is approximately \$3,250. Beer/wine to be donated.</p> <p>Dana proposed PAC adopt a motion to limit the budget to \$3,500. Emily Lux seconded the motion and PAC unanimously voted yes.</p> <p>Emily suggested PAC create a QR code for donations, especially during the anniversary event.</p> <p>Colleen proposed that PAC use the meeting on April 16 for goal-setting and PAC agreed.</p>
6.	<u>ANNOUNCEMENT OF NEXT MEETING: April 16 @ 5pm in Rogers Room</u>
7.	<p><u>ADJOURNMENT:</u> The meeting was adjourned by Dana Eytzen at 12:07 pm</p> <p>Respectfully Submitted by Brian Harris</p>



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PUBLIC ARTS COMMISSION	April 23, 2026
MEETING MINUTES	Rogers Room, Forest Grove Library

Minutes are unofficial until approved by the B/C.

1. CALLED TO ORDER:	
	Dana Eytzen, Chair, called the meeting to order at 5:01 pm
	ROLL CALL: Dana Eytzen, Emily Lux, Brian Harris, Linda Taylor, Kathleen Leatham, Brenna Cooper, Mariah Amador
	ABSENT:
	EXCUSED: Orson Marcel, Susan Dieter-Robinson
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: Donna Gustafson
2. PUBLIC COMMENT:	
3. CONSENT AGENDA:	
	1. n/a
4. ADDITIONS/DELETIONS:	
	No additions or deletions
5. Discussion/Decision Items:	
	<ul style="list-style-type: none"> 1. 20th Anniversary Planning <ul style="list-style-type: none"> a. no updates 2. Goal Setting <ul style="list-style-type: none"> a. Mural Policy <p style="margin-left: 40px;">Colleen had a question about the mural policy: asked if there is a possibility of making an exception if someone wanted to make a mural outside of the guidelines. She asked PAC if it might be time to review the guidelines.</p>

	<p>Kathleen agreed. The general consensus was that the guidelines might be too strict and could detract potential artists from applying and a review should be discussed at a later date.</p> <ul style="list-style-type: none">b. Identify Local Artists<ul style="list-style-type: none">i. Dana asked if we should remove the goal or table for later. Emily stated that PAC should just table and keep it open as an optionc. Acquisition of Art<ul style="list-style-type: none">i. Main Street project addedii. Colleen said she spoke with Jesse about the trash receptacles and he said that the trash cans are going away and will be replaced, so PAC will need to reassess their plans accordinglyd. Update Literature and Coloring Book<ul style="list-style-type: none">i. Dana reminded PAC that a self-guided walking tour plan (paper converted to online) was part of our plans in the past and should still be consideredii. Moriah expressed some interest in looking into this project (self-guided walking tour brochure)iii. Dana asked if PAC still wanted to do another coloring book. PAC agreed to table it for now.e. Promotional Items<ul style="list-style-type: none">i. PAC wants to create more/new stickers. Orson had expressed some interest in new sticker designs.ii. Emily mentioned possibly spinning up the idea again of selling bumper stickers and other merch but not much thought beyond that has been given. The question remains whether or not the merch would be more for the purposes of promotion or fundraising. Kathleen said that to sell PAC merch, people would need to know who we are as a prerequisite, so promotion might need to come first. A larger discussion ensued regarding whether PAC sells or gives away merch and general consensus was that PAC should give away merch and simply offer a donation jar. Councilor Gustafson was asked if a donation jar would need council permission and she recommended that as the best course.f. Festival of the Arts<ul style="list-style-type: none">i. PAC agreed that it should be archivedg. Art Walk<ul style="list-style-type: none">i. Linda wondered if the art walk info might have been removed from the city website and Dana said she would check in and ask the city. PAC will reassess this in the future
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	<ul style="list-style-type: none"> h. Fall Into Art/Art Shows <ul style="list-style-type: none"> i. Kathleen told PAC that Kathy Compton had asked if PAC would be open to sponsoring a pop-up art show at Tualatin Valley Estates in August - PAC could possibly receive a percentage of admissions take. Kathleen asked PAC if they were interested and the consensus was yes. Emily also asked PAC if they would be open to collaborating with her on 97116 Art Show and the consensus was also yes. i. Sponsorships and Mini-grants <ul style="list-style-type: none"> i. PAC reviewed the city website to determine if information was easily available to the public. Some information existed, but improvements could be made to make the information easier to find. Dana said she would contact the city and have them add missing information and potentially some improvements in the interface. j. Emily brought up Stars in the Grove. It hasn't been active for several years and PAC seemed interested in somehow being a part of a revival, possibly with the help of CCE. Consensus was that PAC would like to support that endeavor but not spearhead it. <p>Linda asked if anyone in PAC had ideas about honoring Pat Truax.</p> <p>Kathleen mentioned a potential art scholarship (Patricia Truax Art Scholarship) through PEO. In order to do that they need a \$5,000 seed and Colleen said she would ask if PAC funds could potentially be used for this if we decided to move in that direction.</p> <p>Colleen also spoke with Pete Truax and asked him if he had suggestions for honoring Pat. He said he did but needed time to formulate his idea.</p>
6.	<p><u>INFORMATION / UPDATE ITEMS:</u> none</p>
7.	<p><u>B/C COMMUNICATIONS:</u> Waltz is having 12th birthday celebration on Saturday 4/18 with live music by Buds of May</p>
8.	<p><u>STAFF COMMUNICATIONS:</u> Colleen mentioned a new piece of art in fireplace area of library from Pacific Art Class</p>

9.	<u>COUNCIL LIAISON REPORT:</u> Councilor Gustafson had nothing to report.
10.	<u>ANNOUNCEMENT OF NEXT MEETING:</u> May 21 @ 5pm in Rogers Room
11.	<u>ADJOURNMENT:</u> The meeting was adjourned by Dana Eytzen at 6:15 pm Respectfully Submitted by Brian Harris