

**Minutes approved by the PAC on December 12, 2013.**

**1) CALL TO ORDER:** Kathleen Leatham called the meeting to order at 5:05PM.

PRESENT: Kathleen Leatham, Linda Taylor, Helvi Smith, Pat Truax, Kathy Broom, Dana Lommen, Dana Zurcher, Laura Frye, Staff Liaisons Colleen Winters and Tom Gamble, EXCUSED: Rebecca Twist, Victoria Hampton and Camille Miller.

GUESTS: Linda Saari, Bill Flood, Chris Knox, Emily Frankie and Christiana Marini.

**2) CITIZEN COMMUNICATION:** None at this time.

**3) PRESENTATIONS:**

- Bill Flood representing Bag & Baggage Productions posed questions for a survey from a grant the production company received. They are able to provide smaller casts of paid actors in their productions. The main question is how can this group collaborate with the surrounding communities?
- Chris Knox introduced the non-profit corporation for which he is the director, "Companion Art Studio". This studio is housed at TMUES and its purpose is to serve the special needs community with an outlet for producing and marketing their art. Chris explained that the studio is also reaching out to after school programs as well as family nights. PAC encouraged Chris to consider Applying for a mini grant to help with marketing/funding their events.

**4) APPROVAL OF PAC MEETING MINUTES** Pat moved and Dana Lommen seconded a motion to approve the minutes for the October 10, 2013, meeting as sent. The vote was favorable.

**5) ADDITIONS/DELETIONS:** Add: Marketing Workshop, Cycle of Life memorial.

**6) BUSINESS:**

**a) Walking Art Tour Brochure** Kathleen sent approval for Victoria Hampton to begin the task of constructing a walking art tour brochure in her Pacific University class.

**b) Ed Carpenter Project Fund Raising Proposal** – Laura Frye moved that PAC be responsible to raise \$5,700 -- which is 15% of the remaining unfunded goal -- by April 2014. Dana Zurcher seconded the motion. The vote was favorable with one abstaining vote. Dana Lommen then made an amended motion that PAC will raise a goal of \$5,700 of new money not currently in our financial accounts by June 30, 2014, to give to the Ed Carpenter project. If we do not meet our goal, we keep fundraising until we reach our goal. Dana Zurcher seconded the motion. The vote was favorable. A subcommittee of Helvi, Dana Zurcher, Dana Lommen and Kathleen will meet to brain storm items for possible fund raising.

**c) Updates–**

- **Fire Department Mural-** Colleen reported that Stephanie Stokamer from PU and Chief Kinkade have met and are working on a proposal from Pacific to move forward with the mural project.
- Finance Report – approved as presented.

**d) Marketing Workshop** – Kathleen, Linda and Dana Z. attending a marketing workshop held at the Glenn Walters Center in Hillsboro. The big questions are: Who do we serve? Why should I (the consumer) care? and What do you have to tell me?

**e) Cycle of Life** –Artist Anya Doll created a mural on wood in memory of the young girls who were killed for the Cycle of Life participants to include a self portrait. Discussion for help in preserving or displaying this art work will be reported at the next PAC meeting.

**f) Helvi moved and Linda seconded a motion to purchase a plaque for the quilt in the Library not to exceed \$20 coming from the 2013 CEP grant. The vote was favorable. Bev Maughan will make the arrangements.**

**7) COMMISSIONERS COMMENTS:** Kathy Broom reported that \$4,200 was brought in from the Lauren Sheehan concert at Pacific University. These funds are part of the Ed Carpenter project.

**8) STAFF COMMUNICATIONS:** Colleen reports the annual Book Sale at the Library will end Saturday, November 16, with a \$5 per bag sale.

**9) ADJOURNMENT:** The meeting adjourned at 6:35pm. The next meeting will be December 12, 2013, in the Rogers Room of the City Library.

Respectfully Submitted by Pat Truax