

MINUTES APPROVED BY THE PAC ON DECEMBER 10, 2015

Present: Emily Lux, Linda Taylor, Pat Truax, Dana Zurcher, Kathleen Leatham, Dana Lommen, Laura Frye, Helvi Smith, Kathy Broom, Staff Liaison Colleen Winters, Tom Gamble
Guest(s): City Manager Jesse Vanderzanden
Absent: Richard Kidd

1. **CALL TO ORDER:** By Kathleen Leatham at 5:02pm. Welcome to City Manager Jesse Vanderzanden. Round table introductions. With 2 ½ months on the job, Jesse is very appreciative of city staff. The city has eleven commissions, and he is attempting to visit each group to discuss needs, ambitions, and primarily to listen. Public art can set the tone of a community or in some cases, turn a city around.

2. **CITIZEN COMMUNICATION:** N/A

3. **APPROVAL OF PAC MEETING MINUTES:** Motion to approve last month's minutes as presented made by Pat, seconded by Linda. Motion accepted.

4. **ADDITIONS/DELETIONS:**

- Additions:
 - **Foundation formation, 501(c)3** (Pat): Many available grants are only (or more readily) available to non-profit organizations. It would really open up fundraising opportunities if the Public Arts Commission were to pursue 501(c)3 status. Discussion of potentially being sponsored by another organization-an "umbrella" non-profit such as the Library Commission or the Forest Grove Foundation. If a foundation is willing, it may be a viable idea to temporarily partner until PAC is able to form a foundation of its own. A partner foundation typically takes a small commission for their time and effort. Pat will get updated process paperwork.
 - **Fundraising idea** (Linda): A central city, two hour walking tour of public art, with PAC commissioners acting as in-depth representatives, showcasing different aspects of Forest Grove art. This could possibly be paired with food and wine at different locations, and would be a ticketed event. Linda will spearhead, and a committee will form. It was agreed to add this to December's agenda. Possible title- "Arts in the Grove-A Closer Look".

5. **BUSINESS:**

- A. Oregon Community Foundation grant application update: There has been no word aside from the confirmation of application receipt. A \$1000 grant was submitted. The decision deadline is in the near future, possibly January.
- B. Meet the Artist Dinners: Tentative dinners include-
 - Amanda Houston at the Community Auditorium in March, 2016
 - Stecchino's in February with the chosen artist for the sculpture acquisition
 - Additional ideas are in discussion. All proceeds will go towards art in the park
- C. Finance Report: Discussion of the status of the previously approved \$99.06 to reinforce the display board. Do we still have access to this money? This was part of last year's CEP grant, and the fiscal year has closed. The general assumption is that this money is

no longer available, but the reinforcement still needs to happen.

6. DISCUSSION/DECISION ITEMS:

- A. Buy-a-Brick Fundraiser-The last campaign raised over \$8,000 for the acquisition of the benches. The hope this time is to place the bricks around, next to, or in a path leading up to the sculpture. Discussion of what to do if an excess of bricks were sold. Discussion tabled. Looking into the cost of bricks prior to setting the sale price, which was previously \$50. Many others, such as Pioneer Courthouse Square, sell for \$100 each. A kickoff date needs to be chosen. Prior to Christmas would be ideal. Tentative plan to kick off at the 12/5 holiday parade. Applications/informational flyers could be handed out at that time, as well as at all of the events scheduled on that day. Pricing needs to be decided before 12/5. Later, the campaign can be advertised in the utility bill, and Travis Loose from the News Times will be contacted to hopefully write an informational article about the fundraising efforts. A fillable form should be posted on the city website as well. Campaign name: "Name a Brick: Art in the Park 2016".
- B. Call for Artists: At this time, there are seven complete applications submitted, one pending, and six potential. The deadline was extended to 11/15. Should the adjudication process mirror that of the bench acquisition? A list of potential jurors was discussed to select the top five artists, and will meet on 12/8. The PAC will meet on 12/10 to narrow the list to the top two, which will be presented to city council for the final selection on 12/14. The artists will be notified on 12/20. Dana provided the selection process/evaluation guidelines and scoring guide. A binder including these items and each submission packet will be provided to jurors prior to their meeting date for review.

7. COMMISSIONER COMMUNICATIONS:

- Dana Z.-Valley Art is turning 50 next year. The first celebratory event is on 12/5, with several events scheduled throughout the year.
- Kathleen-January will include Public Arts Commission elections.

8. STAFF COMMUNICATIONS:

- Colleen-The library book sale raised \$5,600. The fire station mural and celebration have generated positive reviews, especially from Chief Kinkade. Emily-Thank you to the PAC for all of your support throughout the process. This was a wonderful project to be a part of.

9. ADJOURNMENT: Kathleen Leatham adjourned the meeting at 6:25pm.

- The next meeting will be December 10, 2015, in the Rogers Room of the Forest Grove Library.

Respectfully Submitted by Emily Lux