

**MINUTES APPROVED BY THE PAC ON NOVEMBER 12, 2015**

**Present:** Emily Lux, Linda Taylor, Pat Truax, Dana Zurcher, Kathleen Leatham, Dana Lommen, Laura Frye, Helvi Smith, Richard Kidd, Staff Liaison Colleen Winters, Tom Gamble

**Guest(s):** John Youngberg, Travis Loose (Forest Grove News Times), Marcia Alajoki

**Absent:** Kathy Broom

1. CALL TO ORDER: Pat called the meeting to order at 5:07pm.

2. CITIZEN COMMUNICATION: N/A

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

4. ADDITIONS/DELETIONS:

- Addition: New Youth Representative for the PAC. Rep should be a high school or college student, there is no age specification. Philip Thias may be a good resource to ask, for art students who may be interested/good candidates. It will be important to thoroughly explain the position.

5. BUSINESS:

- A. Mini-Grant Application: VAA Annual Artist Event "49 Years of Perfection". Valley Art is requesting a mini-grant for \$500 to go towards advertising and poster printing for the Annual Artist Event. Motion to accept made by Helvi, seconded by Dana Z. Motion carried. Funding will come from the Arts for Community fund.
- B. Oregon Community Foundation grant application update-In order to apply for this grant for an amount greater than \$100, an organization must be a 501(c)3, or be sponsored by one. The application is due 10/12. Pat, Dana Z., Kathleen and Laura will write the grant. PAC should continue to explore becoming a 501(c)3 to increase grant opportunities.
- C. Call For Artists: The Call was submitted to RACC and Cindy Dauer with Westside Cultural Alliance. Cafe Management was explored, but an organization subscription is required. Emily will explore cost. Dana Z. proposed creating a postcard and poster to further advertise the call for art, spending no more than \$100 for the potential Cafe Management subscription, and printing of postcards/poster. Seconded by Pat. Motion carried. Money will come from discretionary funds. The PAC needs to decide on the wording and structure of the adjudication. This will be put on the October agenda. A Buy-a-Brick campaign is being explored as a fundraiser.

D. Fire Station Mural: Emily-The fire station mural is nearing completion and is set to be installed on Friday evening and Saturday morning, with an unveiling event scheduled to take place at 2pm.

E. Updates:

- Meet the Artist Event-September 13th, 1pm in the Rogers Room. A total of 90 tickets have been sold. Linda will collect tickets initially, Dana Z. will take over. Colleen confirmed that the event is in compliance with fire marshal's capacity (which is 190 people for the event space). Tickets will be sold at the door as well, and once all 100 chairs are taken, patrons will be alerted that there is standing room only.
- Finance report-An ad in the Forest Grove News Times was purchased for roughly \$250, the balance of which is still outstanding. Pat motioned to pay the amount in full using discretionary funds. Dana Z. seconded. Motion carried.

#### 6. COMMISSIONER COMMUNICATIONS:

- Helvi-On 10/3 the Affordable Art for Everyone event will be held at the NW Events Hall from 11-6. All art is being sold for \$100 or less. The third week in October is the Washington County Open Studios tour. Helvi has 36 Farm to Table series paintings at the Hillsboro Public Library. There will be an artist's talk on 10/25 at 2pm.
- Kathleen-On 10/3 at Mountain View Cemetery there is a Graveyard Tour. Forest Grove founders will be featured. Actors will represent the historic local figures in three separate tours taking place between 3-5pm.

#### 7. STAFF COMMUNICATIONS:

- Richard Kidd-We have welcomed our new city manager, who will eventually pay a visit to the various boards and commissions.
- Colleen-Friends and Family night at McMenamins went very well, generating \$2070. The library book sale is scheduled for the last week of October. Book donations and volunteers are welcomed. WCCLS levy renewal will be on the November ballot. Saturday, the library commission will be holding a strategic planning meeting at 2pm. Volunteers are needed to help set up the room for Sunday's Meet the Artist event.
- Tom-Friday, October 18th, City Council is holding a reception for the new city manager from 5-7pm at the Community Auditorium. Provided an informational article regarding national trends of public art acquisition, specifically for parks. Laura suggested that interested members have a study session to discuss the article and the commission's related goals.

8. ADJOURNMENT: Kathleen Leatham adjourned the meeting at 6:20pm.

- The next meeting will be October 8, 2015, in the Rogers Room of the Forest Grove Library.

Respectfully Submitted by Emily Lux