



MONTHLY MEETING MINUTES

Springfield City Hall, 225 5th St., Springfield, OR 97477
May 9, 2017, 6:30 p.m.

A regular meeting of the Springfield Arts Commission was held on May 9, 2017 at Springfield City Hall, 225 5th Street, Springfield, OR 97477. The chair arrived 20 minutes late; the secretary began the meeting. A quorum being present, the meeting was called to order at 6:35 p.m.

ATTENDANCE

Attending:

- Kim Lyddane, Chair
- Summer Young-Jelinek, Secretary
- Amy Orre
- Andy Drake
- Daphne Mantis
- Kayla Ackerman
- Jodie Davaz
- Thea Hart, Staff Liaison
- Leonard Stoehr, Council Liaison

Absent:

- Wanda Seamster, Vice Chair

Guests:

- Danielle Knapp, SAC applicant

AGENDA ITEMS DISCUSSED:

6:30 – 6:35 APRIL MINUTES SUMMER YOUNG JELINEK

- Summer asked for any amendments to April minutes; none were indicated.
- **MOTION:** Jodie moved to approve April minutes. Motion was unanimously approved.

6:35 – 6:40 FINANCIAL REPORT THEA HART

- Thea reviewed financial report.

6:40 – 6:50 GALLERY 2018 CALL THEA HART

- Thea reviewed Call to Artists requirements developed by Wanda.
- Thea told the group Wanda proposed due date of Sept. 1, but suggested opening as soon as the document is approved by the commission. Idea is to allow more time to get things together for review of submissions in October.
- Months blocked off on schedule have been filled by invited artists. Artist feedback on process of inviting has been very positive.

- **MOTION:** Daphne moved to approve call to artist document. Motion was unanimously approved.

6:50 – 7:00 HAG PROCESS REVIEW & REVISIONS SUMMER YOUNG JELINEK

- Summer proposed changes to the HAG process and schedule for FY2018:
 - Add pre-review eligibility/completeness review by HAG committee
 - Accept digital signature
 - Fillable PDF
 - No paper copies at meeting
 - Add Q&A session prior to application due date
 - Add “partial award” question to application
 - Add “how can commissioners be involved” section
 - Applications just emailed or uploaded to Google drive as PDFs instead of going online.
- Commission also discussed marketing processes for the HAG call, additions to the website and commissioner engagement in awarded events.
 - Kim suggested rotating questioning, but group discussed and decided against to keep things streamlined.
- To do:
 - Summer will send Thea an updated version of the HAG application for FY2018.
 - Thea will send the draft application to the commission to review prior to the next meeting.
 - Summer will add release to application.
 - Commissioners will vote on changes at the June meeting.

7:00 – 7:10 APPLICANT INTERVIEW KIM LYDDANE

- Commission interviewed Danielle Knapp for the opening on the commission.
 - Strong interest in public art but has skill in many of the subcommittee areas.
- **MOTION:** Andy moved to nominate Danielle for the open commission position to the City Council. Motion was unanimously approved.
- TO DO:
 - Thea will contact Danielle to notify her that the commission has nominated her.

7:10 – 7:40 FY2018 BUDGET SETTING KIM LYDDANE

- Kim gave the commission an update on how her presentation went with the council earlier in the evening. Council is expected to vote on the budget this evening.
- Commission reviewed previous year’s budget and discussed priorities for 2018.

- Commission discussed First Friday funding and will request that Emerald Art Center attend the next meeting to make a presentation and proposal for support for FY2018.
- **MOTION:** Summer moved to adopt the same budget for FY2018 as FY2017 with the understanding that the budget may be changed in future meetings based on new information. Motion was unanimously approved.
- **TO DO:**
 - Thea will contact Emerald Art Center to ask them to attend the next meeting.
 - Commissioners can email Kim suggestions for how to spend our remaining miscellaneous budget.

7:40 – 7:45

OFFICER NOMINATIONS 2018

KIM LYDDANE

- **MOTION:** Daphne moved to nominated the current slate of officers to continue in their existing capacities for FY2018. Motion was unanimously approved.
- **TO DO:**
 - Kim will speak to Wanda about her interest in continuing on commission when her term expires.

7:45– 7:55

SUBCOMMITTEE UPDATES

KIM LYDDANE

- Second Friday, Amy Orre:
 - Walk has been going well. Jodie and Daphne will be hosting this month. All musicians are confirmed through June. Amy will continue as chair through June, at which time Kayla will take over.
- Outreach, Kim Lyddane:
 - Farmer's market at Sprout started last Friday. Willamalane is now providing music from 5-7. Wildish will be having an open house during Second Friday.
 - May 22 at 5pm, the artist for the Women's Veteran's Sculpture will be presenting to the Council.
- Public Art, Daphne Mantis:
 - Andy finished photographing and cataloging the Testa's. Daphne will wait until Danielle is on board to determine next steps.
- Marketing, Jodi Davaz:
 - Jodie is drafting Facebook posts for the City's page.
 - Jodie will research public art brochure.
- **TO DO:**
 - Jodie and Daphne will create a list of potential locations for wider distribution of the SAC public art brochures.



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- Commissioners should send suggested edits to the public art brochure to Jodie.

The meeting was adjourned at 8:06 p.m.

Approved minutes submitted by:

Summer Young-Jelinek, Secretary

Date