

**Art & Culture Commission**  
**Advisory Board Minutes 11.06.19**

**Present Art & Culture Commission Members:** Lauren Beeney, Nancy Monson, Lorie Griffith  
Carrie Gilbert, Beate Scheller, Mary Jo Steele

**West Linn Staff Liaisons:** Doug Erickson, West Linn Library Director & Melanie Nelson,  
Operations Supervisor/Assistant to the Director, Councilor Teri Cummings, staff liaison

**Absent:** Mary Kleffner, (*excused*)  
Katy McFadden (*excused*)

**Call to Order:** Mary Jo Steele called meeting to order at 5:07pm

**Agenda Review:** No edits or additions, agenda approved 6:0

**Minutes Review:** (10.02.19) Carrie Gilbert moved to approve minutes with not edits or additions,  
Lauren Beeney seconded motion. Approved 6:0

**Public Comments:** None

**Katy McFadden, Artist of “The Gathering” statutes installed at the Library (5:00pm):** This discussion was tabled as Katy McFadden was unable to join the Art & Culture Commission meeting.

**Shane Boyle, IT Director, City of West Linn Best practices for sharing ideas, examples or collections of Art for ACC members: (6:00pm):** Shane outlined how public records and transparency for record requests work within the city. Shane indicated that the Art & Culture Commission Microsite may be enabled on the city website, which may be a useful tool. Shane will research various platforms & present at the December meeting. Carrie Gilbert motioned to have Shane return in December and provide a “hands-on” tutorial session using the mobile lab here at the library. Lorie Griffith seconded. Motion passed 6:0. The commissioners are looking for a type of on-line/cloud “catalog” Mary Jo Steele also commented that with the regulations of the city and public record requests, she does not want the staff liaison to be burdened with “uploading” all information to be contained in the “catalog. Shane indicated that working together with the Commissioners a solutions could be created.

**Advisory Group Annual Reporting: DRAFT ATTACHED.** With Katy McFadden unable to attend the meeting it was decided to work on the Advisory Group Annual Report until Shane Boyle was available.

Meeting adjourned at 6:59pm

Respectfully submitted by:  
Melanie Nelson  
Library Operation Supervisor/Assistant to the Director



## 2019 Advisory Group & Neighborhood Association Annual Report

### Advisory Group/Neighborhood Association: Art & Culture Commission

#### Group Leadership

Mary Jo Steele, Chair & Carrie Gilbert, Co-Chair  
Lauren Beeney, Nancy Monson, Lorie Griffith, Beate Scheller & Mary Kleffner Art & Culture Commissioners

#### Meeting Times, Dates & Location –

The Art & Culture Commission meets the first Wednesday of every month from 5:00pm-7:00pm in the Community Room at the West Linn Public Library. As of 11/8/19 The Art & Culture Commission have conducted five meetings with a sixth meeting scheduled Wednesday, December 4, 2019.

#### 2019 Accomplishments

- Board members appointed and members elected
- Mission Statement approved by City Council
- Working on code language for percentage of the arts-**DRAFT**
- Working on Art & Culture Commission Bi-laws
- Working on Art & Culture Commission Policies & Procedures
- Commitment to support The Friends of the McLean House Art & Heritage Festival-September 2020

#### 2019 Challenges

- New Commission appointed in 2019

#### 2020 Goals

- Complete code language for percentage of the Arts
- Signage for the art installation “The Gathering” at the library
- Curate an event/artist at the library
- Continue community outreach and citizen involvement in events supported by the Arts & Culture Commission

*What are your proposed goals for 2020, and how can the City Council assist your group in achieving these goals? Note that final advisory group goals should align with Council Goals and the mission of the City. Council advisory group liaisons should work with their advisory groups to relay Council direction following review of advisory group reports during Council Goal Setting in January 2020.*

**Any additional feedback to share with the City Council?**