

Art & Culture Commission

Advisory Board Minutes 03.04.2020

Present Art & Culture Commission Members: Nancy Monson, Lorie Griffith, Carrie Gilbert & Lauren Beeney

West Linn Staff Liaisons: Doug Erickson, West Linn Library Director, Councilor Teri Cummings, City Council Liaison & Melanie Nelson, Operations Supervisor/Assistant to the Director

Absent: Beate Scheller (*excused*)
M. J. Steele (*excused*)
Mary Kleffner (*excused*)

Call to Order: Carrie Gilbert called meeting to order at 5:10 pm

Agenda Review: No edits or additions. Agenda approved 4:0

Minutes Review: (02.05.2020) motion to approve by Nancy Monson and seconded by Lauren Beeney. Minutes approved 4:0

Public Comments: None

Doug Erickson, Library Director: Agenda handed over to Carrie Gilbert, Art & Culture Commission Chair:

- Finalize City Council presentation for March 16th -Carrie Gilbert is unable to attend the 16th. Lauren Beeney said she was available to attend. Final draft of document was created by Carrie Gilbert with the expectation of presentation to City Council on Feb18th, but was postponed. Members will work together on presentation.
- McLean House Garden Festival update- Lorie Griffith & Carrie Gilbert shared a “draft” of a brochure for the festival (see attached). Lorie said she would be at the Festival all day & the ACC would be sharing a booth with another vendor. With discussion of a brochure, it was mentioned that a group picture of Art & Culture Commission Members, possibly to be taken during April ACC meeting, if all will be available.
- Finalize next steps for the Gathering signage- Melanie to email contact information to Nancy Monson, she is happy to meet with Shelly from Fast Signs to narrow down best type of signage for the Art “The Gathering” & then will present options to members. Nancy said she was happy to meet Shelly at the library at some point to narrow down choices.
- Discuss by-laws and policies- Nancy Monson mentioned that there are lots of examples or existing generic by-laws/policies on-line for other Art & Culture Committees/Organizations. It was decided that is best not to reinvent the wheel while creating these policies, better to follow an existing policy & create them to fit with what West Linn Art & Culture Commission would like to see.

Board Comments: None

Reminder: March 16th Presentation to City Council time/agenda TBD (Lauren Beeney agreed to attend in Carrie Gilbert’s absence?)

Upcoming Meeting: Wednesday, April 1st 5-7pm.

Meeting adjourned at 5:58pm

Respectfully submitted by:

Melanie Nelson

Library Operation Supervisor/Assistant to the Director

03.09.202