

**Art & Culture Commission Advisory Board Minutes via Zoom
Wednesday, December 1, 2021 5:00p.m.**

Present: Carrie Gilbert, Nancy Monson, Lauren Beeney and Andrew Young
Art & Culture Commission board members (ACC). Mary Baumgardner, City Councilor & liaison to the Art & Culture Commission

West Linn City Staff Liaisons Present: Doug Erickson, Library & Community Service Director & Melanie Nelson, Operation Supervisor/Assistant to the Director

Absent: Mary Kleffner (*excused*)
Beate Scheller (*excused*)

1. **Call to Order:** Lauren Beeney, Art & Culture Commission Chair called the meeting to order at 5:02pm
2. **Public Comments:** Jody Carson reported the committee for the fountain topper will not be meeting until next week or so. Jody also stated that if any Art & Culture Commissioners would like to join this committee to reach out to Jody Carson.
3. **Approval of Minutes:** 11.03.2021 Nancy Monson motioned to approve & Carrie Gilbert 2nd the motion. Minutes approved 4:0
4. **Lauren Beeney, Arts & Culture Commission Chair:**
 - a. **Old Business:**
 - i. **Online questionnaire/database update:** Doug reported that the IT department at the city has been a bit backed up. Doug will work to get database link via URL set up on City of West Linn(COWL) website to the Art & Culture Commission (ACC) webpage.
 - ii. **Flyer for December Events, update/approve:** Carrie Gilbert has created a draft flyer with QR Code & URL with link to COWL Website & ACC Webpage. Andrew Young motioned to approve draft flyer & Nancy Monson 2nd the motion. Passed 4:0. Carrie will email to Mel for printing at the library & Lauren Beeney will pick up at the library by Friday, Dec. 3rd. Doug will take fliers over to Jody Carson next Wednesday, Dec. 8th to be displayed at the Historical Main Street info booth during the Holiday Market (Dec. 11th & 12th).

- iii. **Library show discussion:** No comments at this time. Lauren Beeney indicated this item will remain on the “old business” part of agenda as the September date becomes closer. Nancy Monson suggested extending an invitation to Katy McFadden, artist of “The Gathering” at the West Linn Library. Pre- COVID the plan was to host an open house for Katy McFadden when the sign was installed for her artwork.
- iv. **Art map update:** Carrie Gilbert has kindly created an interactive map of West Linn indicating Art Installations throughout the city. Carrie stated it is hard to enter both the longitude/latitude **and** physical address in this format. Carrie will continue to work on the map.

5. Board Comments:

- Nancy Monson’s commission expires at the end of December. Nancy shared that due to scheduling conflicts, she will not be reapplying. Lauren Beeney’s commission also expires at the end of December. She hasn’t decided if she will re-apply at this time. If Lauren does not re-apply, Carrie Gilbert as Vice- Chair could continue as Chair if needed. Both Nancy & Lauren expressed their gratitude to other members for the work with the Art & Culture Commission.
- The question of requirements to continue on the Commission? This is the attendance policy in the city’s Community Advisory Handbook:
Attendance. A member should provide at least 48 hours’ notice to both the chair and staff liaison regarding any planned absence from a scheduled meeting of the CAG. If an unexpected emergency causes a member to be absent from the meeting, the member shall strive to notify the chair and staff liaison within a reasonable time in advance of the meeting to prevent an unexcused absence. Unexcused absences are grounds for removal.
- Doug stated he will follow up with getting the Art & Culture Commission’s items on the City Council’s Agenda. Doug also mentioned that Mayor Jules Walters & City Manager Jerry Gabrielatos are working on how City Council goal setting & Community Advisory Groups are able to work in tandem with aligning fiscal & calendar years.

6. Adjourn: Lauren Beeney adjourned the meeting at 5:53p.m.

Draft minutes respectfully submitted by:

Melanie Nelson

Library Operation Supervisor/Assistant to the Director

12.03.2021

Next Upcoming Meeting: Wednesday, January 5, 2022 at 5pm-7pm via Zoom