

Fife Public Arts Committee Meeting Minutes

August 8, 2012

1. Call to Order (4:00 p.m.) & Roll Call- Boitano (absent), Cole (absent), Cree, Danielson, Howe, Paraschiv (absent), Sugimura, Thornhill, Twichell Quorum Present
2. Pledge of Allegiance
3. Changes, Additions & Deletions to Agenda
 1. Danielson added 2 goals under 7d. Howe moved. Danielson 2nd. Vote approved.
4. Citizen Comments- None at this time.
5. Consent Agenda
 1. Approval of Minutes: June 13 Danielson moved. Howe 2nd. Vote approved.
6. Presentations- None at this time.
7. Committee Reports
 1. Grant Writing- Cree Reported
 - i.A Solicitation/Introduction Letter was drafted. Commission reviewed. This will be offered to all committees and commissioners for distribution when approaching businesses, community partners and/or potential donors. Sugimura sees the benefits and connection with the Business Community Liaison Committee. Cree asks that if commissioners present at a business, we should email L. Potter and A. Cree with the business name and date of visit. Letter should be finalized and ready for distribution in a month.
 - ii.A “Go-To Guide” for future grant writing and documenting past grant attempts is in process.
 2. Business Community Liaisons- Sugimura Reported
 - i.Planning to meet with three community organizations (city council, school district, chamber of commerce) to introduce the commission and solicit ideas for commission.
 - ii.Sugimura has started research in order to develop a relationship with the local Auto Industry.
 3. Community Service- Sugimura / Twichel Reported
 - i.Sugimura has completed 1 session with 2nd session scheduled for 8/9 with the Fife Day Camp at Columbia Jr. High. 34 children under the age of 12 created hat bases from paper mache. They will be decorated and painted during 2nd meeting. Event will be photographed as part of an accumulation of photos of Art and Art Making in the community. To be used on the website as well as additional promotion. Cree reminds commission to be diligent about signed releases when photographing. Twichel was a part of a group who completed an outdoor mural on the wall of a local food bank. Twichel and Cree to work with Fife Library to create a rotating case of collections. Committee also hopes to create a method for citizens to “Request Community Service Projects” that the commission could assist with.
 - ii.Committee plans to establish an Artist Roster. Cree questioned how far the roster should expand. It was agreed that the smaller local communities of Fife, Milton and Edgewood should be included.
 4. Strategic Planning- Cree / Danielson reported

As reported earlier, a solicitation letter was drafted. The Request for Operating Funds and Special Project Funds was completed with a due date of 8/15/12. Details to follow.

8. Old/Unfinished Business

5. Special Project: Mural at Fife City Hall. Danielson will complete a 2nd Request for Funds. To be submitted with an agreed budget of \$10,000 or \$5000. A special sub-committee will be formed once funding is determined to establish a theme, time-line, a Call to Artists and additional details.
6. \$500 approved for the purchase of business cards for FPAC. Howe moves, Sugimura 2nd. Vote approved.
7. New Business
8. 2013 Request for Operating Funds & Special Project Funds will be submitted by 8/15 by Danielson. L. Potter offered an explanation of the process and the Lodgin Tax Advisory Committee. Commission will request \$30,000 or a minimum of \$20,000 for operating funds. Howe moves. Twichel 2nd. Vote approved.
9. Details surrounding the 2013 Call To Artists (theme, size, location, price) will be tabled until October when more budget information is present. Twichel moves. Sugimura 2nd. Vote approved.
10. Special Project: November 3 Arts Auction - Danielson / Potter reported Fife Chamber of Commerce sponsoring the event. Commissioners assisting by distributing invitations to 10-15 people. Tickets are required. \$25 per person. The location will be private at M. Kelley's RV Shed. Commissioners should also solicit donations for the silent auction. Each commissioner should bring in 2 to 3 minimum items. Cree suggests that the solicitation letters and business visits could be combined with donation requests.

8. Commissioner Comments

- Danielson- FHS/Laura Hilzendigger contacted regarding Cole, Twichel and Sugimura agreeing to assist with the Daffodil Float. They will be contacted with more details in October.
- With FPAC terms expiring for Howe, Twichel and Paraschiv, Commissioners plan to apply for 1 or 3 more years.
- Cree voiced an appreciation for all Commissioners and their time and effort.
- Howe offered 8/17th or 8/18th as a sneak peek of the RV Shed and possibilities for set up and decor for our November event.

9. Citizen Comments - None at this time.

10. Adjournment (5:03 p.m.)