



**MINUTES**  
**Arts Commission Meeting**  
**Wednesday, November 28, 2018 City Hall- Council Chambers,**  
**39250 Pioneer Blvd., Sandy, Oregon 97055 6:00 PM**

**COMMISSIONER PRESENT:** Adam Triplett, Commissioner, Becky Hawley, Commissioner, Lea Topliff, Commissioner, Lou Sennick, Commissioner, Marcia Morrow, Commissioner, Pamela Smithsted, Commissioner, and Sandra Jordan, Commissioner

**COMMISSIONER ABSENT:**

**STAFF PRESENT:** Zach Chamberlin, Arts Commission Coordinator

**MEDIA PRESENT:**

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Changes to the Agenda**
- 4. Public Comment**
- 5. Presentation**
- 6. Old Business**
  - 6.1. On-boarding Arts Commission Members

Answer questions about login information and on-boarding.

Staff liaison, Zach Chamberlin, helped Commissioners login to their City of Sandy accounts and pull up the meeting agenda.

- 7. New Business**
  - 7.1. Determination of Chair and Vice Chair  
  
Discuss, nominate and appoint a Chair and Vice Chair

Adam Triplett was nominated and voted in as Chair of the Arts Commission.  
Marcia Morrow was nominated and voted in as Vice-Chair of the Arts Commission.

7.2. Drafted By-Laws

Review, Consider and Edit as needed then adopt at a subsequent meeting.

Chair Adam Triplett read through the drafted bylaws. Commissioners asked clarifying questions and Staff Liaison, Zach Chamberlin, provided answers. The Commissioners made recommendations for edits and Staff Liaison, Zach Chamberlin, will present the updated bylaws at the next Arts Commission meeting. Chair Adam Triplett appointed Becky Hawley, Lea Topliff, and Pamela Smithsted to draft a new mission statement for the bylaws.

The bylaws and mission statement will be voted on at the January 9, 2019 Arts Commission meeting.

7.3. Determine length of term for Commissioners.

The following three members volunteered for two-year terms

- Lea Topliff
- Becky Hawley
- Pamela Smithsted

7.4. Take pictures of commissioners.

Photos will be taken at the next meeting.

**8. Consent Agenda**

8.1. Arts Commission Minutes

**9. Adjourn**

The meeting was adjourned at 7:30pm by Chair Adam Triplett.

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Mayor, William King

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City Recorder, Karey Milne