

City of Sandy

Agenda

Arts Commission Meeting

Meeting Location: City Hall- Council Chambers,
39250 Pioneer Blvd., Sandy, Oregon 97055

Meeting Date: Wednesday, February 20, 2019

Meeting Time: 6:00 PM



Page

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CHANGES TO THE AGENDA

Added minutes from the January 9, 2019 meeting to the agenda.

4. PUBLIC COMMENT

5. PRESENTATION

5.1. Economic Development Manager - David Snider

David Snider will be attending the Arts Commission meeting on 2/20/2019 to discuss economic development and his role for the City. He will also answer any questions the Commission may have for him.

6. OLD BUSINESS

7. NEW BUSINESS

7.1. Comprehensive Art Inventory

To discuss the creation of a detailed art inventory to establish the current art assets in the community. Information to be considered for this inventory will possibly include who designed the art, when it was commissioned, maintenance tracking, photos, and other historical information that may be relevant. Information that is gathered can be used as a launching point for future projects the Arts Commission will take the lead on.

7.2. Discuss the development of an Action Plan

An action plan is a plan outlining actions needed to reach one or more goals. It is a sequence of steps or activities that need to be taken for a strategy to succeed. The purpose of the action plan is to clarify the goals the Commission wishes to achieve in a determine time frame. It clarifies what resources are required to reach the goal and formulates a timeline for when specific tasks need to be completed.

For the Arts Commission purposes, the Commission can develop an action plan to achieve small goals for 2019 and to identify future goals for the upcoming years. Goals can be listed by year or can correlate with the City of Sandy's biennial budget. This action plan can be used as a launching point to develop a strategic plan or master plan moving forward.

Example: An action item the Arts Commission can consider is developing a brochure of public art that currently exists in the community. A brochure would supplement the comprehensive art inventory.

Discuss the creation of an action plan for the Arts Commission and identify goals that can be achieved with the current public art assets.

8. CONSENT AGENDA

8.1. Arts Commission Minutes

[Arts Commission - 09 Jan 2019 - Minutes - Pdf](#)

3 - 6

9. ADJOURN



MINUTES
Arts Commission Meeting
Wednesday, January 9, 2019 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 and Kim Yamashita, City Manager

MEDIA PRESENT:

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Changes to the Agenda**
4. **Public Comment**

City Councilor Carl Exner spoke to the Arts Commission members. He will be the liaison between the City Council and Arts Commission. Councilor Exner suggested having a representative from each department give presentations about their role and functions in the City. Councilor Exner indicated the City Council will ask the Arts Commission to work on projects in the future.

The Library Director, Sarah McIntyre, spoke during the public comment period. She came to the Commission meeting to see the progress of the Arts Commission and to keep the Library in mind for public art projects.

5. **Presentation**

5.1. 24 hrs in Sandy

A proposal from Thea Allen that calls for 24 photographers to submit one photo to showcase the different perspectives of Sandy throughout a typical day. Each photographer will sign up for a one hour slot and take a photo during their allotted time. Each participant may sign up for a maximum of two

hours. During their time slot, they may take a photograph somewhere in the City of Sandy. The boundaries for the project are within 5 miles of the Library. At the end of the project, we will have a book of 24 photographs and a display for the library wall.

Members of the Arts Commission will provide feedback about the project.

Thea Allen spoke about the 24 hrs in Sandy project and to receive feedback about the project. She indicated she would need help to design and build a display and book for the project.

The project is to capture the City of Sandy and will turned into a book and display in the Library.

Chairman Adam Triplett asked if the Library Club would curate how the project would be laid out. Thea Allen said there would be a group of people who would judge the project. Thea Allen indicated she hopes two people from the Arts Commission will volunteer to help out. Lea Topliff asked if the photos would be donated to the Sandy Historical Museum. Thea Allen said the proposal is still in the draft phase.

Chairman Adam Triplett asked how photographers would be selected. Thea Allen indicated the project would be advertised via newsletter. Lou Sennick asked will the photographers maintain rights to the photos. Thea said photographers would need permission to publicize it, but the photographer would maintain the rights. Lea Topliff commented that the project is exciting to capture the image of Sandy. Marcia Morrow commented she would offer her help if needed.

5.2. Robert's Rules

An overview of Robert's Rules for conducting meetings.

Arts Commission Coordinator Zach Chamberlin provided highlights of Robert's Rules. Chairman Adam Triplett asked if he has to make a motion to adjourn the meeting. Zach Chamberlin said the Chair of the Commission needs to move to adjourn the meeting and someone needs to second it.

6. Old Business

6.1. Updated mission statement

Adam Triplett appointed Becky Hawley, Lea Topliff, and Pamela Smithsted to update the mission statement for the bylaws.

Mission Statement

The mission of the Sandy Arts Commission is to increase the livability and economic value of our city, for both residents and visitors.

Serving as an advocate for the visual and performing arts; we promote art and cultural enrichment by facilitating increased opportunities for, access to, and enjoyment of, the arts.

By partnering with the community, we will further artistic and cultural development, adding vitality and quality of life to our diverse community.

Mission statement will be read out loud.

Discussion about the mission statement.

Make a motion to vote on the mission statement.

The drafted mission statement was read out loud during the meeting.

6.2. Adoption of bylaws

During the November meeting, the bylaws for the Arts Commission were reviewed and edits were needed. The bylaws were edited and need approval from the Arts Commission.

The Arts Commission voted to adopted the drafted bylaws. Chairman Adam Triplett asked if the bylaws can be amended in the the future. Arts Commission Coordinator Zach Chamberlin informed the Commission that bylaws can be amended in the future.

Moved by Adam Triplett, seconded by Lea Topliff

Adam Triplett moved to approve the bylaws. Lea Topliff seconded. The motion passed.

CARRIED.

7. New Business

7.1. Art Inventory in Sandy

An inventory of public art in Sandy was requested and was distributed to all members of the Arts Commission.

The Commission discussed if the inventory should consist of only public art or

should include all art in the community. Zach Chamberlin recommended to include only public art in the inventory. Lea Topliff suggested adding pictures to the inventory.

7.2. Pictures for the City webpage

Each member of the Arts Commission will have their picture taken at the conclusion of the meeting. The pictures will be used for the City webpage.

Pictures were taken before and after the meeting.

7.3. Broad discussion about potential projects

At the November 28th Arts Commission meeting, it was indicated a brainstorming session was needed to discuss potential public art projects.

8. Consent Agenda

8.1. Arts Commission Minutes

The Arts Commission voted on and accepted the minutes from the December meeting.

9. Adjourn

Adam Triplett moved to adjourn the meeting. Lea Topliff seconded the motion. The Commission voted in favor of adjourning the meeting.

Mayor, William King

City Recorder, Karey Milne