



# MONTHLY MEETING MINUTES

Springfield City Hall, 225 5<sup>th</sup> St., Springfield, OR 97477  
January 12, 2021, 6:30 p.m.

A regular meeting of the Springfield Arts Commission was held on January 12, 2021, online via Zoom. The chair and secretary were present. A quorum being present, the meeting was called to order at 6:32.

## ATTENDANCE

Attending:

- Kayla Ackerman-Lindfors, chair
- Joshua Melte, vice chair
- Summer Young-Jelinek, secretary
- Uyen-thi Nguyen
- Melissa Green
- Meredith Branch
- Allison Hennes
- Kelly Moninger
- Antonio Huerta
- Leonard Stoehr, council liaison
- Amy Orre, library liaison

Abbreviations:

- EAC:** Emerald Art Center
- POC:** Point of Clarification
- GMP:** Guaranteed Maximum Price
- SAC:** Springfield Arts Commission
- HAG:** Heritage Arts Grants
- LAC:** Lane Arts Council
- YAG:** Young Artists Gallery

## AGENDA ITEMS DISCUSSED:

6:30	CALL TO ORDER	KAYLA
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- Kayla called the meeting to order at 6:30.

6:30-6:32	DECEMBER MINUTES	SUMMER
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- No changes
- Melissa moved to approve the minutes. Motion passed unanimously.

6:32—6:45	LIASON REPORT	AMY
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- Amy presented the financial report.
- Amy reviewed the SAC budget areas.
  - Fiscal year (FY) = July 1 to June 31
  - Operating Budget \$10,500 (in teal on spreadsheet); comes from room taxes.
    - “revised” = rollover or unspent funds from previous years- amount will be known after the September “Supplemental budget request”- submitted by the library to finance to City Council for approval.
  - Testa Project and Gift and Memorial Fund: separate fund, once spent, the funds are gone.
    - Process for using the Testa & Gift and Memorial funds:
      - Make sure everything for project is in order and lined up.
      - Apply for a supplemental request (3 opportunities per year).

- Art Alley Repair \$7,000 separate account from operating budget, replenished every fiscal year.
- Art Alley \$500 separate account from operating budget, replenished every fiscal year.

**6:48—7:00****WELCOME NEW COMMISSIONERS****KAYLA**

- Kayla led a new commissioner orientation, including:
  - Charge.
  - By-laws.
  - Meeting expectations and public meetings rules.

**7:00—7:54****SUBCOMMITTEE ASSIGNMENTS****KAYLA**

- Committee chairs reviewed the subcommittee functions:
  - Art Walk
    - Chair: Kayla; no members needed at this time.
  - Public Art
    - No current chair; Kayla reviewed duties. Thi joined tentatively.
  - Outreach
    - No current chair; Kayla reviewed duties. Antonio and Allison joined.
  - Heritage Arts Grants
    - Chair: Melissa. Summer is a member. Meredith and Antonio joined.
  - Marketing
    - Chair: Summer. Kelly Flagg joined.
  - Galleries
    - CHG Chair: Josh; YAG Chair: Summer. Allison joined.

**7:54—7:57****CITY COUNCIL UPDATE****LEONARD**

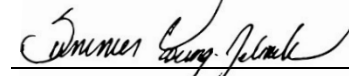
- Leonard presented an update on council discussions and actions.
  - Next council meeting will be considering an interim mayor for the next two years. Looking at charter amendment to prevent such lag; possible special election.
  - Three major housing proposals in the works; two downtown and one on Marcola.

**7:57—8:01****FURTHER BUSINESS****ALL**

- Summer asked for an update on City input into subcommittee function, etc. None available at this time.

Kayla called for additional motions. None made. The chair, declared the meeting adjourned at 8:01.

Approved minutes submitted by:

  
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Summer Young-Jelinek, secretary

January 12, 2021

Date