



MONTHLY MEETING MINUTES

Springfield City Hall. 225 5th St., Springfield, OR 97477

April 11, 2023

5:30 p.m.

A regular meeting of the Springfield Arts Commission was held on April 11, 2023. A quorum being present, the meeting was called to order at 5:34 p.m.

Present: Carolyn Adam, Meredith Branch, David Grimes, Adam Gutierrez, Nick Kauffmann, Thi Nguyen, Suzanne Vinson, Summer Young-Jelinek

Staff Liaison: Mindy Linder

Council Liaison Interim: Steve Moe

5:34 MARCH MINUTES SUMMER YOUNG-JELINEK

1. introductions and welcome new members
2. Motion to approve minutes: Meredith moves, Thi seconds PASSES

5:40 FINANCIAL REPORT MINDY LINDER

1. Review budget
2. New member onboarding packets

6:19 SUBCOMMITTEE ROLES AND ASSIGNMENTS SUMMER YOUNG-JELINEK

1. Review of subcommittees. Discussion about subcommittee duties. Mindy will send a link to new members to the google drive so they can access the information. Summer's term is closing soon, so she will train members on the Heritage Arts Grant, Marketing and Youth Gallery chair duties. It will be good for some overlap in all areas. We currently have 7 committees, each member can chair one category, and potentially co-chair on a second committee. Art Walk, Public Art, Heritage Arts Grant, City Hall Gallery, Youth Gallery, Marketing, Outreach Website and Volunteer Mgmt.
 - a. Heritage Arts timeline- opens January, due in March, decision by April. City Hall Gallery open call in summer, commission votes in fall, artists are notified and we have a schedule for the following year by winter.
2. Members will come to the next meeting with which subcommittees they are interested in and we will vote on roles.

6:29 SPENDING PROPOSAL FY23 SUMMER YOUNG-JELINEK

1. We weren't approved a rollover for HAG (Heritage Arts Grant) so we will lose \$4500 if we don't use it. Over Covid, we had extra funding and we allocated funds to the community organizations like Comunidad Herencia y Cultural, Chiffin Native Youth Center. We will have a minimum of \$6k to spend on programs overall.
2. I propose we schedule another meeting between now and our next meeting, or create a temporary subcommittee and endow them with executive power to gather this information and make a proposal to this group. We will schedule another meeting this month and Summer will facilitate it. Thi will reach out to Stacey and see if they would be open to doing the work of organizing the mural tour.



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6:50	COMMUNICATIONS POLICY AND PROTOCOL	MINDY LINDER
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1. City staff has to have the keys and control over any and all communications that go out to the public. All outgoing public communications must go through Mindy.

6:55	SUBCOMMITTEES	SUMMER YOUNG-JELINEK
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1. Public Art- Thi.
 - a. The artist is concerned about the scope of The Moderns mural restoration as it may take more time than he had allocated on his bid. Thi will work with Mindy to find a resolution to this regarding the contract.
2. Meredith made the google calendar and it's on the google drive.

The meeting was adjourned at 7:03 p.m.

Uyen-Thi Nguyen, Secretary