



MONTHLY MEETING MINUTES

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

June 6, 2024

5:37 p.m.

A regular meeting of the Springfield Arts Commission was held on June 6, 2024. A quorum being present, the meeting was called to order at 5:37 p.m.

Present: Meredith Branch, David Grimes, Adam Gutierrez, Thi Nguyen, Keith Bennet, Suzanne Vinson, Leah Sowell, Nick Kauffmann, Beth Blackwell

Staff Liaison: Mindy Linder

Guests: Steve Moe, Sabrina White

5:40 P.M. MINUTES REVIEW DAVID GRIMES

1. Motion passes to approve the May 2024 minutes.

5:45 P.M. LIAISON REPORT MINDY LINDER

1. \$133 remains in the marketing budget.
2. \$347.02 remains in the City Hall/Youth Art Galleries budget, pending Suzannes' graphic design order, which should be invoiced by the end of June.
3. The City Attorney has stated It is sufficient enough to note in our meeting minutes that Carolyn has stepped away from her position, in order to create a SAC member vacancy.
4. The City Attorney will advise City Council at their next meeting, to vote to appoint Leah Sowell to the SAC. If they do so, then her appointment date will be July 1.
5. Fliers for the annual Outdoor Multicultural Series available for SAC members to distribute. This series is part of the library's Summer Reading Project.
6. Budget - Motion passes to approve \$250 for Emerald Art Center sponsorship, and four \$100 award amounts for the sponsor the EAC's Mayor's Art Show.

6:00 P.M. MARKETING SUZANNE VINSON

1. Signage - Mindy and Suzanne will follow up with the Springfield Public Schools print shop about the SAC's graphic design order. If the print shop cannot invoice the order by 6/30, then Suzanne will explore other options.

6:03 P.M. ACTIVITIES SUBCOMMITTEE ADAM GUTIERREZ

1. Adam states that the SAC's participation in the Guy Lee PTO Asian American & Pacific Islander Heritage Celebration was a great success. The paper dragon created at the event will remain on display in the City Hall lobby through year's end.

6:07P.M. SUMMER ART WALKS SUZANNE VINSON

1. Discussion on addition outreach and support. Keith will explore with Main Street Sweets to see if they can contribute snacks for the art walks. For this Friday's event, Adam will bring snacks and Meredith will provide a water jug.
2. Motion passes to approve \$625 to fund musicians through the end of the year.



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6:22 P.M. CALL FOR ARTISTS SUZANNE VINSON

1. Suzanne is building a folder for Call For Artists. The first call is scheduled for June 17. Submissions will close on September 1. Keith and Adam will shadow this process and act as backup, if needed.

6:37 P.M. RECRUITMENT MEREDITH BRANCH

1. SAC will send out through mailchimp an email link to our SAC page. SAC members are encouraged to collect emails from anyone interested in becoming a member. The next recruitment period will be in September and October.

6:50 P.M. SUCOMMITTEES BETH BLACKWELL

1. Public Art - Adam will be in charge of the Mural portion of Public Art.
2. Marketing - Posters will be hung tonight and tomorrow morning (6/6, 6/7). Some businesses will have extended hours.
3. Heritage Arts Grant - Waiting for Nicole Medema to accept her \$400 HAG award. If she does not accept it by 6/17, David will contact Adam to decide a way for the Activities subcommittee to distribute the funds (note - Nicole did accept the award).

6:58 P.M. SUBCOMMITTEE UPDATES VARIOUS

1. ART WALK - Last month went well, despite lower than normal attendance.
2. PUBLIC ART - This has cleaned up the public art folder in the google drive.
3. MARKETING - Keith has made an inquiry with A3 to work with graphic design students to help/volunteer with SAC projects. Motion for an A3 graphic design student to volunteer and assist with SAC Marketing committee passes.
4. YOUTH ART GALLERY - The Bring recycling project was a success.

The meeting was adjourned at 7:00 p.m.

The next SAC meeting will occur on Tuesday, September 10, at 5:30 p.m.

David Grimes, Secretary