



MONTHLY MEETING MINUTES

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

October 8, 2024

5:38 p.m.

A regular meeting of the Springfield Arts Commission was held on October 8, 2024. A quorum being present, the meeting was called to order at 5:38 p.m.

Present: Keith Bennet, David Grimes, Adam Gutierrez, Thi Nguyen, Suzanne Vinson
Staff Liaison: Mindy Linder

5:38 P.M. MINUTES REVIEW DAVID GRIMES

1. June minutes approved, typos to be addressed.
2. September minutes approved, to include modification that amends the Mayor's Art Show discussion to include \$400 award amount.

5:45 P.M. LIAISON REPORT MINDY LINDER

1. The Marketing rollover of \$408.98 from FY24 is pending, and should be resolved in November.
2. Arts Commission FY245 budget is modeled after usage in FY24, with the possibility to move funds between areas.
3. MOTION PASSES to amend Outreach Category to be renamed Community Engagement, with an allocation of \$100 from Miscellaneous.
4. MOTION PASSES to move \$100 from Miscellaneous to Marketing, as a budget buffer, while the FY24 rollover funds are pending.
5. MOTION PASSES to approve budget.
6. Recruitment Update - Due to Leah's appointment (confirmation pending), Adam's pending reconfirmation, and two applicant interviews on Monday 10/14, the SAC will very likely have a fully rostered commission in January.

6:00 P.M. MAYOR'S ART SHOW THI NGUYEN

1. Certificates, letters and W-9's were delivered to the winners. One W-9 has been returned, waiting for three more.
2. Keith volunteered to be the contact person between the EAS and the SAC.
3. A reminder was given that the upcoming June meeting will be when we reapprove the FY26 budget. Therefore it may be a good idea at that time to establish timelines concerning the Mayor's Art Show.

6:03 P.M. BOOKS & BREW MINDY LINDER

1. The SAC is invited to send a representative to the Books and Brew planning committee. This annual fundraiser will occur on February 15, 2025, in the evening.
2. This topic is tabled for now. Suzanne will email Emily David for more information.



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6:20 P.M. CALL TO ARTISTS SUZANNE VINSON

1. Commissioners have two weeks from the October SAC meeting to complete the application assessment forms.
2. MOTION PASSES for Suzanne to tally votes and notify successful applicants.

6:30 P.M. ART WALK SUZANNE VINSON

1. A reminder that the Library's Dia De Los Muertos event will occur on Friday, November 8th, in conjunction with the Second Friday Art Walk.
2. SAC will join the Library in a craft project at the function, and the art output will be displayed on the Youth Art Gallery wall.

6:35 P.M. COUNCIL PRESENTATION UPDATE MEREDITH BRANCH

1. SAC is scheduled to give an update at the November 18, City Council Meeting. The presentation is allotted for 20 minutes. Adam will create a document of ideas and put them on the SAC Google Drive. Commissioners are invited to add to this document, as well as uploading significant photos.

6:58 P.M. SUBCOMMITTEE UPDATES VARIOUS

1. MARKETING - Keith will be meeting with A3 in October, to organize the process for students to volunteer/intern with the Art Walks. Art Walk posters are located in the Library. Adam will continue to email blast.
2. Heritage Arts Grant - David will provide a report form to all recipients and look into updates on HAG events.
3. CITY HALL GALLERY - Inside signage should be installed by Thursday, October 10.
4. YOUTH ART GALLERY - The Youth Art Gallery is up for display.

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

The next SAC meeting will occur on Tuesday, November 12, at 5:30 p.m.

David Grimes, Secretary