

**Beaverton Arts Commission Board**  
**November 13, 2013**  
**6:30-8:30 p.m.**  
**3<sup>rd</sup> Floor Conference Room, Beaverton City Hall**

**Minutes**

6:30 p.m.    **Call to Order-** Tom

**In Attendance:** Tom Doggett, Bob “Woody” Woodward, Jayne Scott, Elaine Worden, Melissa Riley, Robert Brummitt, Jan Von Bergen, Kembe Staley, Don Scorby, Kathy Gaona, Vici Wolff, Rebecca Benoit, Michelle Geller, Kathryn McDougall-Radin, Milli Hoelscher, Kalyani Pattani

6:35 p.m.    **Visitors-**

**Beth Buglione** and **Gisela Melendez** – They expressed their thanks to the board for the opportunity to show their Art work at the City Hall

**Jeffrey Howard** who represents Artists gave away nice package of artists work. He talked about how he helps the Artist to market their artwork and be a link between the galleries and the artists.

6:50 p.m.    **Council Updates:** Tom read Councilor Marc San Soucie’s report with information on upcoming Council meetings on Nov 19<sup>th</sup> and 26<sup>th</sup> and the Holiday Tree lighting on Dec 6<sup>th</sup>

**Board Business Items:**

7:00 p.m.    **Sub-Committee Updates**

- **BAC Community Grant Program Committee** (Vici, Michelle, Elaine)
  - Elaine is updating grant application for distribution in January and will speak about program at Washington County Arts & Culture Grants Panel in January
- **Performing Arts Center Education/Community Outreach Committee** (Tom, Robert, Woody, Don, Kathryn, Milli)
  - Professional Consulting Services for Development of Programming and Operating Scenarios for Performing Arts Center – Tom gave an update about the proposal and mentioned that it was developed carefully to suit the needs of BAC.

- **International Celebration Selection Committee** (Kathy, Kalyani, Woody, Tom, Elaine)
  - Until next year!
- **Student Scholarship Selection Committee** (Michelle, Woody, Vici, Melissa)
  - Online application is live on BAC website. Need to start promoting opportunities with the school district. Elaine will attend the meeting on Nov 26<sup>th</sup> regarding grant opportunities for the coming year
- **Corporate Sponsorship Committee** (Vici, Shelley W, Shelley F, Kathryn, Kathy)
  - Vici provided the sponsorship report with update on sponsorships secured and contact information for potential sponsors. The update includes details of sponsorship levels and benefits for the sponsors. The committee has made great progress in securing sponsors and probably ahead of their schedule.
- **Social Media Committee** (Michelle, Robert, Rebecca)
  - Congratulations to Rebecca! BAC has a Facebook page with 800 to 900 followers.
  - Elaine is working with Cynthia to create a more graphically pleasant BAC e-news. Newsletter will include the BAC events and also a place for local artists to show their work.
- **Public Art Selection Committee** (Shelley F, Vici, Kalyani, Tom, City Staff)
  - Mural on 2<sup>nd</sup> and Washington is in progress
- **Arts Guild Task Force** (Shelley, Rebecca, Kalyani, Vici, Kathy alternate)
  - Shelley Fagin will report out on the progress made so far.

7:40 p.m.    **Executive Board Follow-Up**

- **BAC Executive Board Slate for 2014**
  - President: Kathryn McDougall-Radin
  - Immediate Past-President: Tom Doggett
  - President-Elect: Kembe Staley

- Treasurer: Vici Wolff
- Secretary: Kalyani Pattani
- Members approved the incoming new board
- **Foundation Updates**
  - Joint board meeting is scheduled in March
- **Mayor's Ball** (Procurement, Volunteers, Sponsors & Table) – Shelley W.
  - Michelle informed that letters to the donors have already been sent out and the members are required to follow up with phone calls. The list of donors will be emailed to the board
- **Holiday Party Planning** – Kathy/Tom
  - Looking for a new venue , but by popular demand white elephant game will take place
- **Mural Discussion**
  - Exec. Board approved current criteria for mural locations.
- **Strategic Plan**
  - Approved by Exec. Board. Thanks Kathryn for facilitating the event and Kathy for the delicious food.
- **Staff Liaison Transition** – Jayne is outstanding and valued contributor to the Beaverton Arts Commission. She is planning to step away from the board and hand over the Staff liaison status to Elaine from January 2014. We will miss her contributions and charming personality.
- **Board Email Communication Etiquette**
  - Refrain from “reply to all” responses that may result in multiple back and forth emails. Please email to Elaine if you would like to have a topic to be added to the board agenda. The board can have constructive discussion about the topic.

8:10 p.m.    **Approvals**

- Treasurer's Report –Motion to approve by Rebecca, seconded by Michelle
- October Minutes – Motion to approve by Kathy , seconded by Vici

8:15 p.m.     **New Business**

- **BAC at Hillsboro Arts Leadership Forum** –Rebecca shared her experience of how the art enthusiasts from different organization from Hillsboro came together at a central place to support art activities. This method might help the BAC target the audience for future endeavors.
- **BAC booth at Tree Lighting:** Fri, Dec 6
- **Volunteers:**
  - 4:30-5:30 Shift: Jan, Tom, Kathy , Shelley F
  - 5:30-6:30 Shift: Shelley W., Kembe, Kathryn

8:30 p.m.     **Adjourn...**Thank you Robert for the refreshments!!

December: BAC Holiday Party