

**LAKE STEVENS ARTS COMMISSION (LSAC)**

Meeting Minutes: September 27, 2017

Visitor Information Center

10020 Lundeen Parkway, Lake Stevens

CALL TO ORDER: 6:38 PM

COMMISSIONERS PRESENT: Steven Apodaca, Linda Ehmen, Bridget Scott, Kathy Kruse, Holly Forbis, Gisela Hinchliffe Emeritus Member

COMMISSIONERS ABSENT: None

OTHERS PRESENT: Terry Myer, Chamber of Commerce Visitor's Center  
Jim Haugen, Parks and Recreation Coordinator  
Councilmember Todd Welch (7:15 p.m.)

**Approval of Minutes:** Moved by Commissioner Forbis, seconded by Commissioner Ehmen, to approve the September 13, 2017 minutes. On vote the motion carried (4-0-1-0) with Commissioner Kruse abstaining.

**Guest Business:**

**Community Garden:** Moved and seconded to place the Community Garden update under Special Committee status and approved unanimously.

**Discussion/Action Items:**

**Letter/Certificate of Thanks:** The Commission discussed that a thank you letter has been drafted and sent to Kathy Pugh. Commissioner Apodaca and Jim Haugen will review the final list of recipients and forward this list to Kathy Pugh for distribution of the letter. There is a standard certificate of sponsorship/support available for use per Commissioner Apodaca.

**U.S. Air Force Concert Event:** Jim Haugen updated on the status of the USAF band per Councilman Daughtry who will communicate to Mr. Haugen regarding the status of the band playing in the future.

**2018 Arts Commission Calendar:** Commissioner Apodaca presented a working template of the 2018 Arts Commission Calendar of events. Commissioner Forbis stated she would provide future dates of theater production for Shakespeare in the Park.

The Commission is considering participation in the Winterfest celebration in Lake Stevens, and Commissioner Ehmen requested that any proposals be submitted with budget, time, etc.

**Permanent Storage Facility:** Jim Haugen said that permanent storage is available in the shed next to Jim's office which is dry but unheated and there is no air conditioning, so electronics may not be appropriate to store there. Otherwise, we will work with Public Works to provide storage that will allow access.

**Standing Committee Updates:**

**Music by the Lake:** Commissioner Apodaca said he would provide dates for Music by the Lake to Kathy Pugh for the 2018 calendar which should include the dates for the USAF band.

**Movies in the Park:** Commissioner Scott and Jim Haugen provided the dates of August 10, 2018 and August 24, 2018. Jim Haugen stated we will continue to use Marysville City Parks equipment for the 2018 season and consider usage of the movie equipment through the vendor who provides movies for Aquafest in the future given cost savings available.

**Theater in the Park:** Commissioner Forbis requested to have theater discussion tabled to next meeting. Jim Haugen posed the possibility of future discussion to have theater events held at Eagle Ridge Park. Jim also mentioned we might want to consider Cavelero Park for large events.

**Community Outreach, Marketing/Publicity:** Commissioner Kruse and Commissioner Apodaca stated that the A boards for the upcoming events will be placed at Safeway. Commissioner Kruse will coordinate this with Safeway 1-2 weeks prior to events, and the Commission will review what information goes on the board.

Terry Meyer stated that the Chamber of Commerce will host an upcoming scavenger hunt and asked if there is any interest from the Arts Commission as she had spoken with Commissioner Apodaca in collaboration efforts and will table this until next meeting.

Commissioner Ehmen raised concern as to the web site landing page that provides email for contacts for public use but requires an account with that server and that the communication needs to be user friendly for public access.

Commissioner Kruse and Terry Meyer stated they would collaborate on outreach efforts for events and how to communicate this most effectively to the community.

### **Special Committees:**

**Arts & Parks Foundation Scholarships:** There was discussion about having more specific criteria for future applicants and Commissioner Forbis will provide a copy of the current requirements of application.

**Halloween Special Committee:** Commissioners Scott and Apodaca will work with Jim Haugen to have LSAC have presence at the annual downtown Halloween Celebration. Commissioner Apodaca stated he met with the Fire/Police Department regarding the upcoming event which is expecting approximately 600 children. Commissioner Apodaca provided a handout showing dimensions of the pop tent provided for LSAC participation for the event and said he will provide a musical experience for the event, decorations per Commissioner Scott, and an art or craft will be decided upon. Candy will be handed out as well.

**Community Garden Shed:** Commissioners Ehmen and Apodaca, Terry Meyer and Jim Haugen met last week to paint the shed. Some touch up painting is needed, and a mural will be decided on and voted on in the upcoming meetings.

### **New Business:**

**Cavelero Skate Park:** Commissioner Ehmen stated that she has artists/works that she can present to the City prior to ground breaking for approval of inclusion in the Cavelero Skate Park.

**Adjourn:** Moved by Commissioner Forbis, seconded by Commissioner Kruse , to adjourn the meeting at 7:53 p.m. On vote the motion carried (5-0-0-0).

  
Bridget Scott  
Arts Commission Secretary