



Arts Commission Meetings

Second Wednesday of every month at 6:30 p.m. with an optional meeting on the 4th Wednesday of each month

Look for agendas, minutes and special meeting notices on the City Web site at:

www.lakestevenswa.gov

Meeting Location:

City Hall
1812 Main Street
Lake Stevens, WA 98258

The Arts Commission comprises seven members who are appointed to four-year terms. The Commission was established in July 1996.

City Hall
P.O. Box 257
1812 Main Street
Lake Stevens, WA 98258
425-334-1012

Mission Statement:
The Lake Stevens Arts Commission encourages community participation and support of cultural, performing, visual, and literary arts.

Arts Commission Meeting Agenda

Location: City Hall

1812 Main Street, Lake Stevens

Date: Wednesday, March 13, 2019

Time: 6:30 – 8:00 p.m.

Call to Order:

Roll Call:

Approval of Agenda:

Approval of Minutes: February 13, 2019 Regular Meeting

Guest Business:

Discussion/Action Items:

Standing Committee Reports:

- Music by the Lake
- Movies in the Park
- Theater in the Park
- Promotional Materials
- Community Outreach
- New Projects
 - Yoga by the Lake

Special Committee Reports:

New Business:

Adjourn:

*** Staff Report Attached*

THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact the Human Resources Director, City of Lake Stevens ADA Coordinator, (425) 334-1012, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

ARTS COMMISSION MEETING MINUTES

Special Meeting: February 13, 2019
1812 Main Street, Lake Stevens

CALL TO ORDER: 6:32 p.m.

COMMISSIONERS PRESENT: Kathy Kruse, Linda Ehmen, Navid Nikoo, John Vicente, Bridget Scott

COMMISSIONERS ABSENT: None.

OTHERS PRESENT: Councilmember Todd Welch, Jim Haugen, Events/Volunteer Coordinator, Kathy Pugh, City Clerk

Roll Call: All present.

Approval of Agenda: Moved by Commissioner Scott, seconded by Commissioner Kruse, to approve the agenda. On vote the motion carried (5-0-0-0).

Approval of Minutes: Moved by Commissioner Vicente, seconded by Commissioner Kruse to approve the Minutes of the November 14, 2018 Regular Meeting and the January 16, 2019 Special Meeting. On vote the motion carried (5-0-0-0).

Guest Business: None.

Discussion/Action Items:

Gisella Hinchcliffe Scholarship: The 2019 Arts scholarship was discussed and there was consensus to formally title the scholarship the “Gisella Hinchcliffe Arts Scholarship.” Commissioner Ehmen has reached out to arts teachers at the high school regarding the scholarship, and Commissioner Scott will contact Kim LaFortune at the high school and former Commissioner Holly Forbis regarding how the scholarship has been managed in previous years. Special Events Coordinator Jim Haugen said there is approximately \$500 in the Arts & Parks Foundation funds for the scholarship.

Standing Committee Reports:

Music By the Lake: Commissioner Ehmen shared that the subcommittee has been working on the music line up and that it is for the most part set with the first to be music from the 1960’s, 1970’s and 1980’s, and second program scheduled to be a percussion program. She added they are having difficulty reaching the Tulalip tribe to participate, and they may reach out to the Stillaguamish tribe. Other percussion bands that will be playing are the Japanese drum group Seattle Kokon Taiko and Caribbean and salsa steel drum group Ian Dobson’s Pan Leggo.

Coordinator Haugen said the events have been moved to Sunday as it worked better for the various artists. He also commented that Casey Strom has been contacted to provide sound engineering. Coordinator Haugen is looking for sponsors for the music. Buzz Inn will provide food, and there was consensus to ask the Rotary to sponsor a beer and wine garden again.

There was discussion regarding ensuring that the dates and performers are included in the Herald “Summer Splash” magazine.

Commissioner Scott contacted Radia and they will also provide sponsorship for Music By the Lake.

Commissioner Ehmen requested that everyone be sure to obtain sponsor indicia and information, and how sponsors would like to be thanked so that it can be incorporated into the process and a database can be built.

Clerk Pugh reminded that all activities associated with an event will need to be included with the event application at the time it is submitted to the City.

Movies in the Park: Commissioner Scott said the movies are selected with The Sandlot scheduled for August 2 and Spiderman: Into the Spider Verse scheduled for August 16. DR Horton is sponsoring the movies, and John L. Scott will be providing cotton candy. Coordinator Haugen is also reaching out to TCBY to provide yogurt, and Commissioner Nikoo asked if they have dairy free yogurts as well.

Clerk Pugh explained that all events are approved by Council as they involve contracts. The contracts are generally brought forward as a consent agenda item. Alcohol is approved separately. All activities should be included in the permit process which requires 60 days for approval.

Ideas for advertising were discussed, including distribution through the school district, and social media. Coordinator Haugen also shared a sponsorship form and requested any input.

Theater in the Park: Commissioner Scott updated that Shakespeare in the Park is set with Last Leaf Productions. As You Like It and Puss N Boots are the selected plays. There was discussion as to the correct spelling of Puss N Boots vs. Puss In Boots, with consensus being that the play will be advertised as spelled by Last Leaf Productions. Commissioner Scott suggested in addition to other advertising, advertising also be targeted to local preschools for Puss N Boots.

Marketing/Promotional: Commissioner Kruse distributed a preliminary lay out of the rack card and requested feedback. Discussion ensued with suggestions made and corrections noted.

Commissioner Scott is contacting the Mariners to see if they would send a player for The Sandlot. Discussion ensued and it was suggested to also check with the Aquasox. Buttons for Music By the Lake was also discussed. Discussion then turned to the promotional A-board sign posters with consensus being to send the poster out for professional printing as last year's signs faded over time.

Community Outreach: No update.

Yoga By the Lake: Commissioner Nikoo updated that he has talked with Nikki Watts at OM Yoga and she is available the first and third Saturdays June through August and would charge \$75 per class. The City would pay the cost and the class would be free to the public. She suggested a start time of 9 or 10 a.m.

Clerk Pugh said the next step is to work with the City Risk Manager to address liability concerns, and it was also suggested that this programming be shared with the Parks Board.

MOTION: Moved by Commissioner Nikoo, seconded by Commissioner Vicente, to approve six classes of Yoga By the Lake with Nikki Watts at a cost of \$75 per class or \$450. On vote the motion carried (5-0-0-0).

Coordinator Haugen said there is discussion around combining the Arts Commission and the Parks Board. There was discussion about how this might work, and whether the events that the Arts Commission has put forward are art or if art is a more tangible long-term purchase.

Adjourn: Moved by Commissioner Vicente, seconded by Commissioner Nikoo, to adjourn the meeting at 8:10 p.m. On vote the motion carried (5-0-0-0).

Kathy Pugh, City Clerk

DRAFT