

ARTS COMMISSION MEETING MINUTES

Meeting: April 10, 2019
1812 Main Street, Lake Stevens

CALL TO ORDER: 6:39 p.m.

COMMISSIONERS PRESENT: Linda Ehmen, Navid Nikoo

COMMISSIONERS ABSENT: John Vicente, Bridget Scott, Kathy Kruse

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

Chair Ehmen called the meeting to order at 6:39 p.m.

Due to lack of a quorum roll call and approval of minutes was deferred to the next meeting. Commissioners determined to discuss the remaining items on the agenda.

Guest Business: None.

Discussion/Action Items:

City Clerk Pugh updated that the City Council approved the Arts Commission summer events, with the exception of Yoga by the Lake. She explained that Council approved the yoga event in concept but asked that a Request for Proposal be advertised to allow businesses within the city limits an opportunity to propose an event or activity. This was discussed in detail and concern was expressed as to how this will impact the advertising that is in place. Commissioner Ehmen proposed printing a smaller number of rack cards initially and then when more is known on the events to print a final version of the rack card. Clerk Pugh thought the events schedule would be settled by the middle of May at the latest.

Clerk Pugh said that the request for alcohol in the park by Rotary Club was also approved. She shared Council's request that in the future this opportunity be made available to other service organizations within the city limits, and added that next year staff is proposing that a letter be sent in January to various organizations and businesses inviting them to provide sponsorship or support for summer events.

Turning to the scholarship, Clerk Pugh clarified that the city does not have a contract with the Arts & Parks Foundation regarding the scholarship/recognition, and the City Attorney recommends that the scholarship/recognition be awarded by the foundation rather than the Arts Commission. The Arts Commission's role is to review the applications and then make a final recommendation for consideration by the Arts & Parks Foundation. The Arts & Parks Foundation is responsible for making the final decision and awarding the scholarship/recognition.

Standing Committee Reports:

Music By the Lake: Coordinator Haugen said he has heard back from the Snohomish County Firefighters Pipes and Drum group and they are interested in participating in the percussion event. Coordinator Haugen said they are currently seeing who is available on July 21st and he expects to hear back from them. He anticipated a cost of approximately \$600 for 30-45 minutes. Coordinator Haugen updated that he also talked with the high school band director who responded he is not available that date.

The permit process was discussed in general, and Coordinator Haugen said the permit application for Music needs to be finalized by May 1. The permit applications for Movies and Shakespeare can be

finalized and submitted by June 1. He reminded that the applications need to include all of the activities that are planned in conjunction with each event, and said it takes approximately 60 days to process the permit applications.

Turning back to the scholarship/recognition, Commissioner Ehmen suggested a special meeting on May 22 to do the blind review of the applications and make a recommendation to the Arts & Parks Foundation. Coordinator Haugen said the Arts & Parks Foundation can then meet on May 23. Commissioner Nikoo suggested the yoga event be revisited during the special meeting as well.

Movies in the Park: Not discussed.

Theater in the Park: Not discussed.

Yoga by the Lake: See discussion above.

Marketing/Promotional: Not discussed.

Adjourn: There being no further business the meeting was adjourned at 7:28 p.m.


Kathy Pugh, City Clerk