



**CITY OF LAKEWOOD
ARTS COMMISSION**
Monday, Feb. 5, 2018, 5:00 to 6:15 p.m.
American Lake Room, City Hall
6000 Main St. SW, Lakewood, WA 98499

MEMBERS

1. Linda McDermott
(Chair)
2. Monique Marcano
(Vice Chair)
3. Ed Kane
4. Chelsea Roberts
5. John Munn
6. Kat Flores
7. Maria Villalpando
Ramos
8. Monique Marcano
9. Phillip Raschke
10. Stephanie Rose
11. Shannon Paul
12. Susan Coulter
13. Lani Neil

STAFF

Sally Martinez
Recreation Coordinator

Nicolette York
Office Assistant

COUNCIL LIAISON
Jason Whalen

YOUTH COUNCIL LIAISON
Susan Cossio Trujillo

CALL TO ORDER 5:00 Sharp

- Public Comment
- Guest Speaker: Brynn Grimley, Communications Manager (5:05-5:15)

APPROVE MINUTES - FINANCIAL

- Approval of January meeting minutes

FEBRUARY BIRTHDAYS

UNFINISHED BUSINESS

- Recruitment and appointments, 3 open positions (Linda)
- Recap and how to proceed
- Sample Media Kits (Stephanie Rose)
- Public Art Update & Plaque (Linda/Sally)

OTHER

New Business:

- **Juried Art and Literary Committee Update-(Chelsea)**
MLK Letter and new theme
Rotating Art Calendar
Art Reception Recap 1.22.18
youth art at Play House
Date for next reception
- Committee Process and meeting template (Linda)
- Waughop Walkabout Committee (Ed/Linda/Maria)
Optimal dates (Maria)

Handouts: Brynn Bio, Minutes, Template for Committee Meetings

ITEMS For March 5

City Attorney Speaker Scheduled for 15-20 minutes (Sally)

NEXT MEETING

March 5, 2018 @ 5:00 pm
City Hall, American Lake Room

ADJOURNMENT



**LAKWOOD ARTS COMMISSION
REGULAR MONTHLY MEETING**
Date: Monday, January 8, 2017 Time: 4:00 PM – 5:15 PM
Lakewood City Hall, American Lake Room
6000 Main Street SW Lakewood, WA 98499

CALL TO ORDER

The meeting was called to order at 4:00 p.m.

ATTENDANCE:

Arts Commission Members Present: Susan Coulter, Kat Flores, Linda McDermott, Stephanie Rose, Monique Marcano, Shannon Paul, Chelsea Roberts, Phillip Raschke, Maria Villalpando-Ramos, Lani Neil

Staff: Sally Martinez, Recreation Coordinator, Nicolette York, Office Assistant, absent

Youth Council Liaison: Susan Cossio Trujillo

Council Liaison: Jason Whalen, excused

Arts Commission Members Excused: Ed Kane

Arts Commission Members Unexcused: John Munn

APPROVAL OF MINUTES: Minutes read and motion to be approved by Linda McDermott

PUBLIC COMMENT: 3 people presented “Unguarded”, an incarcerated artists art auction for hurricane relief. It is taking place February 16 6-8:30 pm. They wanted input on what the commission thought about it and how to get the word out. Contact was Kimberly Beckham, 360.359.4135

UNFINISHED BUSINESS:

Recruitment and Appointments:

Resigned: Barb Vest, and Carrie Foster
Currently 3 open positions

Rotating Art Update: Chelsea has scheduled 90% of all the artists for the year. The student art work however needs to find a complimentary location and they are looking into the play house

Elections: Linda McDermott received majority of votes and is the new Chair, Monique received the majority of votes----- is the new vice chair.

NEW BUSINESS:

Members signed up for committees: The topic arose of how the meetings will run. The majority of members want a working meeting. At each meeting there will be committee reports.

Asian Film Festival Committee:

1. Phil Raschke- chair
2. Chelsea
3. Monique
4. Kat

Sally as key City Liaison and to ensure sustainability of event

Waughop Walkabout

1. Ed Kane –chair
2. Linda
3. Stephanie
4. Monique
5. John Munn
6. Maria

Holiday Events

1. Linda-Chair
2. Lani
3. Shannon
4. John Munn
5. Maria

Juried Art and Literary Committee (Includes MLK event)

The committee will need to meet prior to February to create a template for the essay letter to schools.

1. Chelsea-Chair
 2. Lani
 3. Kat
- Susan (YCL)

Concert Series

1. Susan-Chair
 2. Chelsea
 3. Monique
 4. Maria
 5. Stephanie (for sponsor packets)
- Susan (YCL)

Work Plan: Sally Presented the annual Work Plan which was based off of the goals set at the retreat.

Finances:

The \$2,000 budget was tentatively allocated:

The final budget will be adopted at next meeting, after Phil meets with Mary Dodsworth

\$450 – Asian Film Festival

\$950 Waughop Walkabout

\$100 Holiday Events

\$300 Juried Art and Literary Committee

\$100 Concert Series

\$100 awards/merchandise

Follow Up Items:

Artist reception: Jan 22 Sally to buy food and drinks for. Chelsea and Monique will help with tours and check in. Some of them have to leave early.

Meeting Guests: Sally will invite Brynn Grimley, Communications Manager to speak to the commission in February. Sally will invite the City Attorney to speak in March.

Waughop Walkabout: Sally will follow up with Nikki to checking the Fort Steilacoom Park schedule of events. Maria will research events going on in August and September. Determine date of Waughop walkabout.

Waughop Walkabout Committee:

Meet prior to next meeting to determine date and main elements of event

Media Kit for events: Stephanie-Develop Media Kit for events – talk on phone/email with Susan, Sally, Ed.

Concert: Sally will sent concert pictures and info to Stephanie
John Munn will work with contact to hand student art work

MLK: Chelsea will work with Phil to get the MLK Letter to schools template to revise
Sally will report when the MLK committee has come up with new theme to be used in the essay contest.

Recruitment: Everyone reach out to one great, motivated person to serve on commission.

Council Comments: None

AGENDA ITEMS for February 5:

NEXT MEETING:

**Monday, February 5, 2018 @ 5:00 pm – City Hall
American Lake Room**

ADJOURNMENT: The meeting adjourned at 6:15 pm.

Linda McDermott, Chair

Sally Martinez, Recreation Coordinator