



## CITY OF LAKEWOOD ARTS COMMISSION AGENDA

Monday, January 10, 2022 5:00 to 6:15 PM

Residents can virtually attend Arts meetings by watching them live on the city's YouTube channel: <https://www.youtube.com/user/cityoflakewoodwa>

Those who do not have access to YouTube can call in to listen by telephone via Zoom: Dial +1(253) 215- 8782 and enter Webinar ID: 996 7750 5460

### MEMBERS

Linda McDermott (Chair)  
Earl Borgert (Vice Chair)  
Adriana Bayer  
Darryl Owens  
Lani Neil  
Lua Pritchard  
Paige Hansen  
Phillip Raschke  
Susan Warner  
Sylvi Johnson

### YOUTH COUNCIL LIAISONS

Angel Lee  
Angel Calderon

### COUNCIL LIAISON

Jason Whalen

### STAFF

Sally Martinez, Recreation  
Coordinator  
Nicolette York, Office Assistant

### CALL TO ORDER 5:00 PM

**PUBLIC COMMENT** Per Governor Inslee's Emergency Proclamation 20-25, participation in Public Comments will only be accepted via email at this time. Comments should be sent to Nikki York at [nyork@cityoflakewood.us](mailto:nyork@cityoflakewood.us). Comments received up to six hours before the meeting will be provided to the Arts Commission electronically. Comments received after that deadline will be provided to the Arts Commission after the meeting.

### APPROVAL of November & December Regular Minutes, Retreat minutes and subcommittee minutes for October 18, 21 & 29 & November 17, 2021

#### New Business:

- Elections
- Committee formation

#### UNFINISHED BUSINESS:

- Public Art Committee: Christmas Parade Recap, Utility box wraps
- Performing Art Committee: REEL LIFE 96 Film Competition

#### NEXT MEETING

February 7, 2022 @ 5:00-6:15 pm via Zoom

#### ADJOURNMENT

The mission of the Lakewood Arts Commission is to make recommendations for the enrichment of the community and promotion of its cultural vitality through the arts. The Lakewood Arts Commission will therefore:

- promote the visual, performing, and literary arts
- encourage the creative contribution of local artists
- make recommendations for Public Art to the City Council
- support community-building events
- foster the city's cultural heritage

#### Committees

**Public Art Committee:** (includes Colonial Plaza Art, Utility Box wraps, Murals, Special Events on the plaza, Rotating art) Lead Earl, Darryl, Jason, Lani, Susan

**Performing Arts Committee:** (Includes Film Competition, Special Events, Summer Concert Series) Lead Linda, Lani, Lua, Adriana, Phil, Sylvi, Paige

**MLK Liaison** Sylvi Johnson



**LAKEWOOD ARTS COMMISSION  
REGULAR MONTHLY MEETING Minutes  
Date: Monday, December 6, 2021 Time: 5:00PM – 6:15 PM  
Virtual Zoom Meeting**

**CALL TO ORDER**

The meeting was called to order at 5:05 p.m.

**ATTENDANCE:**

**Arts Commission Members Present:** Linda McDermott, Earl Borgert, Adriana Bayer, Lani Neil, Paige Hansen

**Arts Commission Members Excused:** Phil Raschke

**Arts Commission Members Absent:** Sylvi Johnson, Darryl Owens, Susan Warner, Lua Pritchard

**Youth Council Liaison:** Angel Lee, absent, Angel Calderon, absent

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

**Council Liaison:** Jason Whalen

**Approval of Minutes:** Tabled due to lack of quorum

**Updates:**

**Prep for elections in January:** If you are interested in being chair or vice-chair let Sally know. Linda and Earl are willing to continue.

**Parade:** Discussed logistics for the judges.

**REEL Life 96 Film Competition:** Viewed the REEL Life 96 promotional Video. 17 teams are currently registered.

**Saturday Events at the Colonial Plaza:** The subcommittee identified several themes: May 21<sup>st</sup> Dancing in the Streets, June 18<sup>th</sup> Carnival of Cultures, August 13 Jazz night and Vintage Car show September 17 Fiesta de Familia

**MLK Update:** Sylvi Johnson is doing a great job on the interviews. Virginia Mason is sponsoring the event.

**Colonial Plaza Art update:** John Fleming submitted his final design was presented to Council. He is on target with meeting his milestones.

**Utility Box Wrap Update:** Earl shared images of the newest signal box designs. Hopefully more to come in 2022. Sally reminded the group that it's not too early to think about art for the next round.

**Board Comments:**

Paige said she will see everyone on Saturday at the parade.

**NEXT MEETING:**

**Monday January 10, 2022 at 5:00 pm via Zoom**

**ADJOURNMENT:** The meeting adjourned at 5:35 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator

DRAFT



**LAKEWOOD ARTS COMMISSION  
REGULAR MONTHLY MEETING Minutes**  
Date: Monday, November 1, 2021 Time: 5:00PM – 6:15 PM  
Virtual Zoom Meeting

**CALL TO ORDER**

The meeting was called to order at 5:03 p.m.

**ATTENDANCE:**

**Arts Commission Members Present:** Linda McDermott, Earl Borgert, Adriana Bayer, Paige Hansen, Sylvi Johnson, Darryl Owens, Lani Neil, Susan Warner, Lua Pritchard

**Arts Commission Members Excused:** Phil Raschke

**Youth Council Liaison:** Angel Lee, Angel Cal

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

**Council Liaison:** Jason Whalen

**Approval of Minutes:** Darryl Owens moved to approve October 4, 2021 minutes and Lani Neil seconded. MPU.

**New Business:**

**2022 Work Plan:** The commission reviewed the work plan for 2022. The commission agreed that they goals on the plan looked great. Adriana asked about the Saturday events at the Colonial Plaza. These will be new themed events.

**Prep for elections in January:** If you are interested in being chair or vice-chair let Sally know.

**Unfinished Business:**

**Performing Art Committee Reports:**

**REEL Life 96 Film Competition:** Linda McDermott provided a committee update. The commission reviewed the website and an overview of the event, awards, advertising and key dates. Linda shared information about the Festivote app for the audience Choice Award. Linda discussed how great it would be to have 15 judges. Potentially Jason Whalen and Patti Belle. The commission was asked to share the film festival information. Paige suggested an ad with The Grand Cinema. Adriana suggested advertising with the convex signs.

**MLK Update:** Sylvi Johnson reported that first interviews will be tomorrow at Lakewold Gardens. Youth will be filmed at the end of the week. The musicians will work together to film the song "We shall overcome". Mayor will be videotaped for the introduction in January.

**Public Art Subcommittee Reports:**

**Utility Box Wrap Update:** Earl provided a subcommittee report. They decided on the next four box locations and artwork. The locations are 100<sup>th</sup> & Bridgeport, Farwest & Steilacoom Blvd, Gravelly Lake & Wildaire and Steilacoom & Ardmore. Lua suggested painting the cement. Lani loved the idea but there are concerns about it being a maintenance issue. Sally will follow up with the company and see if they can wrap the concrete.

**Colonial Plaza Art update:** John Fleming submitted his final designs and will be presenting to Council on November 15<sup>th</sup> for consensus. He would look at February for Community input.

**Board Comments:**

Lua asked about the reverse parade and judging.

Paige said that someone mentioned having the Farmers Market at the Plaza.

**NEXT MEETING:**

**Monday December 6, 2021 at 5:00 pm via Zoom**

**ADJOURNMENT:** The meeting adjourned at 6:17 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator



**CITY OF LAKEWOOD ARTS COMMISSION RETREAT MINUTES**  
Thursday, October 7, 2021, 3:00-6:00 PM  
Lakewold Gardens, 12317 Gravelly Lake Dr SW, Lakewood, WA  
98499  
Wagner House

**CALL TO ORDER**

The retreat starting at 3:00 p.m.

**ATTENDANCE:**

**Members Present:** Linda McDermott, Earl Borgert, Adriana Bayer, Darryl Owens, Lani Neil, Lua Pritchard, Paige Hansen, Phillip Raschke, Susan Warner and Sylvi Johnson

**Members Excused:** Jason Whalen

**Staff:** Sally Martinez, Recreation Coordinator

**Retreat Activities:**

3:00 – 4:00 Welcome and Introductions. Each member introduced themselves and said what type of art they most like and why.

4:00- 6:00 Facilitated Painting. Art instructor Charles Burt instructed the team on how to blend colors on the color wheel. Everyone was given a canvas with an outline of a fruit bowl. Everyone painted while being instructed.

6:00 Group Photo, clean up and retreat adjourned.

**ADJOURNMENT:** The meeting adjourned at 6:00 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator



**LAKEWOOD ARTS COMMISSION**  
**Performing Arts Subcommittee Minutes**  
**Date: Monday, October 18, 2021 Time: 5:00PM – 6:15 PM**  
**Virtual Zoom Meeting**

**CALL TO ORDER**

The meeting was called to order at 5:07 p.m.

**ATTENDANCE:**

**Subcommittee Members Present:** Linda McDermott, Adriana Bayer, Paige Hansen, Sylvi Johnson, Darryl Owens

**Subcommittee Members Excused:** Lani Neil, Susan Warner, Lua Pritchard, Phil Raschke

**Staff:** Sally Martinez, Recreation Coordinator, Nicolette York, Office Assistant, Cameron Fairfield, Recreation Coordinator

**Guest:** Richard Miller

**New Business:**

**REEL Life 96 Film Competition:**

Key Dates: Registration Opens November 15<sup>th</sup> and closes on January 5<sup>th</sup>. February 10<sup>th</sup> is the email drop will include the elements that are required to be in the film.

Orientation: Richard Miller will be conducting the orientation. He introduced himself and gave numerous examples of the types of things that he will review.

Registration fees: The subcommittee decided on a \$50 registration fee per team with a possible coupon code or scholarship for students. Discussed not limiting the number allowed on a team.

Recording Equipment: Discussed the possible need for students to borrow equipment. Richard Miller advised that most people can work with what they have. Many people are using their phones to record films.

T-shirts: Richard miller suggested including a limited number of t-shirts, then selling additional shirts if needed or to have a sponsor cover the cost of t-shirts.

COVID Restrictions: The subcommittee discussed possible COVID-19 restrictions at McGavick.

Awards: The subcommittee discussed possible award categories. Discussed possible cash prizes. Sylvi will research trophy's.

Judging: Linda McDermott asked for one of the members to create a rubric for judging. Paige found a basic rubric and emailed it to Linda. The subcommittee discussed the best

number of judges, could possibly be 5-10. The subcommittee members will reach out to Bates, Harrison Prep, and Clover Park Technical College to find potential judges. They would need to commit to judging on February 24<sup>th</sup> in the evening.

**NEXT MEETING:**

**Friday October 29th, 2021 at 5:00 pm via Zoom**

**ADJOURNMENT:** The meeting adjourned at 6:15 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator

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**LAKEWOOD ARTS COMMISSION**  
**Public Arts Subcommittee Minutes**  
**Date: Thursday, October 21, 2021 Time: 5:00PM – 6:15 PM**  
**Virtual Zoom Meeting**

**CALL TO ORDER**

The meeting was called to order at 5:01 p.m.

**ATTENDANCE:**

**Subcommittee Members Present:** Earl Borgert, Lani Neil, Darryl Owens

**Subcommittee Members Excused:** Susan Warner

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

**Unfinished Business:**

**Signal Box Art:**

The subcommittee reviewed the previously submitted art and the four signal box locations. The subcommittee decided to place the Chrystine Ward Westphal's Mt Rainier at 100<sup>th</sup> & Bridgeport. Jennifer Crushcoff submitted additional information on her Lakewood Curiosity Cabinet piece and the subcommittee agreed that the historical content and aesthetic would work well at Steilacoom & Farwest. Susan Russell Hall will allow us to use any of her art at Gravelly Lake & Wildaire. Chrystine Ward Westphal's Green Heron was selected for Steilacoom & Ardmore.

**Additional comments:** Earl's uncle suggested doing wraps on the guardrail over Clover Creek. Sally suggested we do additional research.

Sally suggested the subcommittee think about if they want to have a theme for the signal boxes in 2022. Do they want to commission artists?

**NEXT MEETING:**  
**TBD**

**ADJOURNMENT:** The meeting adjourned at 5:37 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator



**LAKEWOOD ARTS COMMISSION**  
**Performing Arts Subcommittee Minutes**  
**Date: Friday, October 29, 2021 Time: 5:00PM – 6:15 PM**  
**Virtual Zoom Meeting**

**CALL TO ORDER**

The meeting was called to order at 5:03 p.m.

**ATTENDANCE:**

**Subcommittee Members Present:** Linda McDermott, Adriana Bayer, Paige Hansen, Lani Neil

**Subcommittee Members Excused:** Sylvi Johnson, Darryl Owens, Susan Warner, Lua Pritchard, Phil Raschke

**Staff:** Sally Martinez, Recreation Coordinator-absent, Nicolette York, Office Assistant, Cameron Fairfield, Recreation Coordinator

**Guests:** Heather Muir, Gary LaPierre

**New Business:**

**REEL Life 96 Film Competition:**

**Key Dates:**

- 11/1 Website redesign is complete
- 11/2 Event Banner is displayed on the fence at Park Lodge Elementary
- 11/2 Event Flyers are posted to social media platforms, and hard copies are distributed to local schools and businesses
- 11/4 Registration redesign is complete
- 11/15 Registration opens and will close on January 5th, or when all 35 team slots are filled

**Completed Tasks:** Flyer, Website, Registration, and Banner are almost complete.

**Work currently in progress:**

Website: Cameron reviewed the website page for the event.

Registration: Linda, Sally, Cameron, and Heather will meet to test registration before it goes live.

Judging and Rubric: Heather reviewed the judging rubric and score sheet that is set up on Constant Contact. This will allow us to have more judges. Other film festivals have between 5-25 judges. Although 12-15 seems to be the sweet spot. Linda posed the question of what should the mix be, some technical judges, a couple of council members Jason Whalen and Patti Belle, maybe 2 or 3 Arts Commission members, others in education with film experience, and others with practical experience in film making. Gary suggested at least 10-15 judges.

Budget-Linda provided an overview of a draft budget. Expenses are approximately \$18,000. Funding is currently \$27,000. Cash prize budget is \$2,500

Awards: Linda shared Sylvi's idea of having a large trophy that stays with the City that name plates can be added each year for the winning team. Smaller trophy's or medals would be given to participants. Sylvi is still researching costs.

Promotion: Adriana asked if there would be a hashtag for social media. Cameron said we can check with Jim Kopriva, Communications Manager to see what he would want to use.

Audience Choice Award: Linda discussed an audience choice award. She shared information about FestiVote. In addition to tallying the votes, it will help provide attendance and can add a survey link. Cost is \$349 for the day. Adriana asked if people had to register to use it and if it can collect additional contact info. If we are collecting that information for ticket registration, then it's not necessary to collect it twice.

Venue: Lani shared information regarding the McGavick Center and the set up. We will need as many Arts Commission members and volunteers as possible. Adriana suggested Youth Council and students that need service hours be invited to help. Lani asked about the timeline of the event. Due to another event in the morning, set up won't begin until after noon. Opening the doors about an hour and half before the event for photo ops and to get drinks prior to screening at approximately 5:30 p.m. First screening at 7 p.m. 15 minute intermission at 8:15. Second screening another intermission then awards event would be wrapped up around 11 p.m. How long would the awards last? We have to be done and out of the building by 11p.m. Be sure to let people know that photos could be used for promotional use. Have bathroom breaks or intermissions been built in? The subcommittee will have to fine tune the timeline at a later time.

Advertising: Adriana recommended having signs around town to let people know about the event.

Entertainment: Linda gave a brief overview of the entertainment that is needed. Darryl and Paige will pull together a list of artists.

Next Steps: Video to create buzz about the events. A film with Thank you to sponsors. Welcome video to attendees.

**NEXT MEETING:  
TBD**

**ADJOURNMENT:** The meeting adjourned at 6:26 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator



**LAKWOOD ARTS COMMISSION**  
**Performing Arts Subcommittee Minutes**  
**Date: Wednesday November 17, 2021 Time: 5:00PM – 6:15**  
**PM**  
**Virtual Zoom Meeting**

**CALL TO ORDER**

The meeting was called to order at 5:05 p.m.

**ATTENDANCE:**

**Subcommittee Members Present:** Linda McDermott, Earl Borgert, Adriana Bayer, Paige Hansen, Lani Neil, Sylvi Johnson,

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

**New Business:**

**Holiday Parade of Lights:** The subcommittee discussed the judges. Lani, Earl and Lua are happy to be judges this year. Sylvi, Lani and Cameron will work on designing the awards.

**Saturday Festivals at Motor Ave:** The subcommittee discussed themes and dates for the events. Themes include: Dancing in the Street, Vintage Car Show, Carnival of Cultures, and Festival de Familia.

**REEL Life 96 Film Festival:** The registration is up. Earl complimented the website. Reaching out to colleges and educators to see if they can be judges. Discussed venue design and entertainment. Lani said that she was stopped by a woman at Fort Steilacoom Park when she was putting up sign and asked when we were going to play the film there. Earl asked about putting an ad up at the AMC theater.

**NEXT MEETING:**  
**TBD**

**ADJOURNMENT:** The meeting adjourned at 6:25 p.m.

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Linda McDermott, Chair

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Sally Martinez, Recreation Coordinator