Oregon City Arts Commission
February 17, 2022

Present:

Karen Buehrig	Daniel Gering
Emma Lugo	Ann Griffin
Josh Planton	
Tammy Jo Wilson	
Trieste Andrews	
Tima Carlson	
Mary Andrus	
Jen Woodward	

Roll call: Commissioner Lugo attended via Zoom. Commissioner Jones not able to attend.

I. Approve Minutes from December

Commissioner Wilson motioned to accept minutes of December 2021 meeting. Commissioner Carlson seconded. Unanimously approved.

Introduction of Daniel Gering, newly hired Tourism Program Specialist.

II. Discussion of Proposed By-Laws

Commissioner Planton asked two questions regarding the proposed By-Laws and differences between them and the City Ordinance. First, he asked about the position of Secretary. At an earlier Commission meeting, the group agreed to not elect a Secretary, as staff will prepare meeting minutes. Planton suggested that we need to have all of the officer positions that are identified in the ordinance should also be identified in the Bylaws, even if the position of the Secretary is fulfilled by Oregon City staff. Second, the Ordinance states that the Arts Commission will hold meetings "at least bi-monthly," while the draft By-Laws state that the Commission will meet "at least quarterly." This should be addressed.

Planton also asked about the wisdom of having financial information specifically included in the By-Laws. He suggested having them as a separate document for easier changes or edits in the future. Commissioner Andrews also prefers for the financial information to be included in a separate document.

Commissioner Buehrig asks if staff develops a separate document to supplement the By-Laws, that this document be shared with Arts Commission members. Andrews referred to another section in the draft entitled "DeQurom." She states that the final draft will not need to include this section as we are following such a mode of behavior.

Staff will prepare a revised draft of the By-Laws with a separate addendum regarding financial matters. The group agreed to delay a vote on the adoption of By-Laws until this revision is ready for review.

III. Art for Cross Street Banner Poles

Presentation by Danya Webb, City Engineer for the Oregon City Public Works Dept.

Oregon City received a Metro Enhancement Grant in 2019 of $25,000 for the design and installation of art elements on the cross-street banner poles on Molalla Ave. Ben Dye is the artist who has been working with the City. The art should be installed by the end of June 2022, or the City needs to apply for an extension.

Webb showed three potential examples of designs that Mr. Dye created: one representing the Municipal Elevator, one of a waterfall, and a more abstract design comprised of crescent moon shapes. The Commissioners asked about community outreach. Webb reported that the artist worked with previous staff in the Planning and Economic Development Departments to complete some community engagement, but she did not have a lot of information about that process.

Arts Commissioners stated that they would like to gather additional detail from the artist, including the materials that he would like to use, anticipated costs and more information about community input.

Commissioner Carlson asks why the east end of Molalla was selected. Answer: The Molalla Ave Street scape project provided the opportunity to install banner poles while other construction was taking place.

Commissioner Lugo asked if the Commission would need to have a separate meeting and/or could they invite the artist to come to a meeting of the Arts Commission.

To summarize, staff will contact the artist and ask if he is able to provide additional information to the Commission as to next steps, what budget would be needed to complete and install the art.

Commissioner Andrus would like to reiterate statement made by Wilson that the images used are representative of our community and chosen with careful intent.

IV. Mural Selection Process

Discussion of public hearing as specified in the Mural Guidelines. Chair Andrews referenced the Public Art Mural Program application and guidelines as posted on the City's webpage (https://www.orcity.org/economicdevelopment/public-art-mural-program). She asked for clarification on the mural review process that would be completed by the Arts Commission. In addition to the requirements listed in the Program Guidelines (e.g., the public art mural "shall not contain electrical components," feature moving structural elements, etc.), could the Arts Commission develop other general criteria that would support the Arts Commission's Vision?

Staff reminded the Commissioners of the briefing by City attorney that no restrictions should be put in place that might be interpreted to limit freedom of expression. This was understood but Commissioners felt that they would like to frame a more qualitative goal. Planton asked if the Arts Commission could augment the mural application process to better understand the applicant artist's perspective. Wilson stated that she did not want to delay the process but felt that some further direction to mural applicants would be useful.

Andrews stated that, in her opinion, if the Arts Commission could have a statement (and other information or questions for mural applicants) in place by May 1st at the latest, that would be useful. Commissioners Wilson and Andrus volunteered to draft such a statement.

Wilson: Even if we don't require the artist to answer specific questions when they apply, it is helpful (and common practice) to inform the applicant of the qualities that the Arts Commission would be looking to support.

Andrews asked about the public notice described on page of the Mural Program Guidelines: "Notice of the (mural) application and the hearing date shall be published online and mailed to the applicant, recognized neighborhood association(s) and property owners within three hundred (300) feet of the proposed mural application." She asked for clarification – who is responsible for this public notice. Is it staff or Commission members? Griffin stated that she believed staff could take responsibility for these actions. She stated that staff would confirm this is correct.

Carlson asked if there were any limitations regarding the size of the proposed mural. Group answered that they did not think that there were any limitations, that the site would help influence the size.

V. Arts Commission Strategic Plan

Chair thanked Planton for his work in researching other Arts Commission sample strategic plans. The Arts Commission dedicated its January retreat to establishing a Vision and discussing Goals for the Arts Commission's work. The goal is to take the results from the retreat and continue to formulate their Strategic Plan.

Andrus stated that it would be helpful to have a re-cap of where the Commission landed at the end of the retreat, particularly with respect to the Vision.

Griffin offered to read the Vision Statement that was voted on at the Retreat:

> The Oregon City Arts Commission fosters a culturally enriched and connected community with public art that celebrates Oregon City's past, present and future. We strive for a vibrant, culturally enriched and sustainable arts ecosystem that supports economic prosperity, diversity, equity, and connection to place.

Wilson noted that "enriched" is repeated.

Andrus shared additional feedback following the retreat, which were not captured in the Retreat Notes. She shared an additional proposed Vision with the group:

> The Oregon City Arts Commission acknowledges the past, fosters the present and envisions a future where the arts are celebrated as a vital force that brings joy and builds community. We strive for a thriving, culturally enriched, sustainable arts ecosystem that creates connection to place, economic prosperity and centers diversity, equity and inclusion.

Commissioner Lugo stated that she really liked that one a lot, Andrews also expressed support. Griffin asked if the group had enough information to make a final choice. Griffin read the first option again. And Andrus read the second option.

Planton motioned that the Vision read by Commissioner Andrus be approved as the Arts Commission Vision. Seconded by Wilson. Unanimously approved.

Group agreed to extend the meeting to 8:45. Griffin invited Commissioner Planton to discuss his professional background and a draft outline for a Strategic Plan that he had shared. Planton has strong experience working with nonprofit organizations on strategic planning processes. He offered to develop the draft with input from other volunteer Commissioners. (One to two volunteers is ideal.) He asked the group to think about tis process for gathering feedback from other organizations and sharing materials.

Planton proposed 5 phases:

Discovery phase (learning about what others are doing)
Goal solidification phase
Objective phase (determining the tactics for achieving specific goals)
Refinement phase

An evaluation phase could be included over time. Griffin emailed the proposed structure to the group prior to the meeting. He stated that a six-month timeline to draft a Strategic Plan would be tight. Do we want to give ourselves more time, do we want to conduct a city survey, how do we want to align our goals with those of the City's 2040 process?

Wilson stated that "we should take as long as we need to create these foundational documents." What is the timeline/how would we distribute the workload? Planton is available to work with/lead 1-2 volunteers to develop the draft Strategic Plan. Commissioner Woodward volunteered to assist with this work (she also has related professional experience). Andrews also volunteered to support this work.

Gering reminded the group that only two people can meet at any one time, or the meeting would become a "public meeting." He suggested that two people could work on separate sections and that they could work separately with Planton.

Gering will get clarification if a two-person meeting would need to be announced and a specific agenda shared publicly.

The group began to discuss community surveys to gather input. Andrews reminded people that there are several arts events coming up where a survey could be potentially shared. Andrews suggested that having a representative of someone from OC 2040 come to a future meeting. Woodward also suggested that there be engagement with the Clackamette Park project.

Next meeting – The next monthly meeting will take place on March 17th at 7 p.m. It will be a hybrid meeting with options for Zoom and City Hall.