

**ARTS & COMMUNITY EVENTS ADVISORY
COMMITTEE MEETING**

Wednesday, March 23, 2016

5:30 PM

Council Chambers, 2nd Floor, City Hall
1300 NE Village Street

MEETING AGENDA

1. CALL TO ORDER
ROLL CALL
2. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS
3. REVIEW AND ADOPT MINUTES
 - a. February 24, 2016
Documents: [02-24-16 ACEAC Minutes.pdf](#)
4. EAST COUNTY ARTS COLLECTIVE
5. ELECT CHAIR & VICE CHAIR
6. EVENTS
 - a. Easter Egg Hunt - Saturday, March 26, 2016
7. COMMITTEE DISCUSSION ITEMS/UPDATES
 - a. City Council Quarterly Report - April 20, 2016
8. TENTATIVE AGENDA ITEMS - April 27, 2016
 - a. Work Plan Discussion FY2016-17
9. ADJOURNMENT

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to: Devree Leymaster, 503-674-6224.



ARTS & COMMUNITY EVENTS
ADVISORY COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
Wednesday, February 24, 2016

PRESENT:

Renaye Delano, Chair
Shalynn Rivas, Vice Chair
Kathleen Peterson
Council Liaison Natalie Voruz

ABSENT:

Lesly Kelly
Matt Preston

STAFF:

Devree Leymaster, City Recorder

**1. CALL TO ORDER
ROLL CALL**

2. WELCOME NEW MEMBER

Committee welcomed new member Kathleen Petersen.

3. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

4. NOMINATE & APPOINT CHAIR AND VICE CHAIR

Committee elected to defer to March 23, 2016 when the entire committee is present.

5. REVIEW AND ADOPT MINUTES

a. January 27, 2016

Chair Delano moved to approve the January 27, 2016 minutes and Vice Chair Rivas seconded. The motion passed unanimously.

4. EVENTS

a. Easter Egg Hunt - Saturday, March 26

Chair Delano reviewed the status of event planning tasks. Vice Chair Rivas secured additional donations. Committee Member Preston is still working on in-kind donation requests. City Recorder Leymaster ordered the candy eggs, verified Gresham Taekwondo and the Fairview Library will have booths at the event, ordered the event banners, and reserved the bunny costume. Chair Delano secured event sponsors, ordered the balloons, contacted the vendor about donating toothbrushes, is coordinating with the fire marshal, and is working with a group interested in serving coffee and treats for purchase. Councilor Voruz recruited a volunteer to be the Easter bunny and confirmed Townsend Farms as an event sponsor.

Committee discussed the number of volunteers needed for each event task. Everyone will work on recruiting volunteers.

Committee discussed providing each child that participates in the egg hunt a prize. In prior years, prize eggs were included in the egg hunt. Some children would get multiple prizes, while other children did not get any. The Committee agreed there would be no prize eggs and that each child would be provided a ticket as they exit the egg hunt area to collect a prize at the prize tent.

5. COMMITTEE /STAFF UPTDATES

City Recorder Leymaster provided a brief review for Volunteer Recognition Event planning. The event will be the evening of April 12. The time is still to be determined. It will be held in Council Chambers. Dinner will be served during the presentation of awards.

Chair Delano proposed following the Easter event, the Committee begin planning for a Veterans' Day Celebration. City Recorder Leymaster inquired if the Committee would like to assist in planning Flicks in the Park this summer. Committee agreed to discuss further at a future meeting.

6. TENTATIVE AGENDA ITEMS - March 23, 2016

- Elect Chair and Vice Chair
- Easter Egg Hunt

7. ADJOURNMENT

The meeting was adjourned at 7:15 PM by unanimous vote.

Renaye Delano, Chair

Devree Leymaster
City Recorder

Date