



ARTS & COMMUNITY EVENTS
ADVISORY COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
Wednesday, August 23, 2017

PRESENT:

Danielle Utter, Chair
Kathy Kudrna
Rose Engeln
Ginell Cooper
Council Liaison Lisa Barton Mullins

ABSENT:

Mary Murrell

STAFF:

Devree Leymaster, City Recorder

**1. CALL TO ORDER – 5:30 PM
ROLL CALL**

2. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. ELECT VICE CHAIR

Member Cooper moved to elect Member Engeln as Vice Chair and Member Kudrna seconded. The motion passed unanimously.

4. EVENTS

a. Debrief Chalk the Walk

The Committee reviewed the event and identified items to be considered when planning the event in the future.

- 49 registered participants (double from previous event), had more youth than adults.
- Event start time – some felt the 8AM start was too early (difficult to monitor, confusing) and proposed keeping it within the festival hours. However, the committee agreed an earlier start time may be warranted to mitigate for weather i.e. heat. If the start time is earlier than the festival then need to implement stronger marketing to communicate the earlier time.
- Received complaint that voting ended too early. Proposed judging for age groups occur earlier; while the People's Choice voting is concluded closer to the end of the event.
- People's Choice – individuals were voting more than once (stuffing the box with tickets); proposed using a tally system to record the votes to help ensure each voter only votes once.
- Announcing and presenting awards – consider for next year - Do all at one time or age groups earlier and People's Choice separately. Do they have to be present to collect award?

b. Veterans Day

Chair Utter inquired what the members thoughts were i.e. should Fairview have its own event, partner with another group, have on a different day, etc.

Member Cooper remarked it doesn't have to be an event. There are other ways to honor Veterans i.e. visual display – flags. It could become an annual tradition. She also referred to the large event and activities at Reynolds High School (RHS). Could collaborate and partner with the school.

Member Kudrna commented the RHS activities bring honor and value to Veterans. Whatever ACEAC chooses to do, should honor Veterans in a way that is of value to them. Other members agreed.

Other ideas discussed included hosting a concert (big band performance); organizing a supply drive i.e. toiletries (inquire if RHS Honor Society would help organize); organize school letter writing campaign; decorate (yellow bows and/or flags) around city hall and along Halsey, Fairview Parkway, and 223rd; and partner with the Fairview VA Clinic to organize an event and/or activity.

Chair Utter requested City Recorder Leymaster invite a VA representative to attend an ACEAC meeting and research costs for yellow bows/ribbons and American flags.

The Committee discussed scheduling a second meeting in September for Veterans Day planning. The general agreement was to wait and see if an extra meeting is needed based on the response from the VA.

5. COMMITTEE DISCUSSION ITEMS/UPDATES

a. Define Committee's Focus

Chair Utter summarized the current direction for ACEAC is arts and events and inquired if members want to continue or recommend a change to Council. The direction from members was to continue as is. Most are new members, they believe the committee can successfully balance events and arts, and want the opportunity to do so.

b. Explore Committee Reorganization Options

Committee members discussed suggestions to reorganize how the committee functions and under what process. The direction was for ACEAC to continue as a standing advisory body to Council and to utilize the sub-committee (work group) structure to provide members more freedom to choose where they would like to focus their efforts (specific event, art project, etc.). Work groups would have more freedom to organize and plan, but would still report to ACEAC and act within the scope and direction ACEAC provides.

The Committee also discussed the need to have access to a volunteer pool to recruit from when needed for implementing and executing an event/project. CR Leymaster shared at this time the city does not have a volunteer database of this type. There was an effort to create a volunteer base through a program known as FUN (Fairview United Neighbors). The program was not successful in recruiting volunteers and staff is looking at options to restructure the program. Another way to build volunteer options is to continue building partnerships with existing local resources with volunteer groups i.e. Friends of Fairview, Anthem Church, etc.

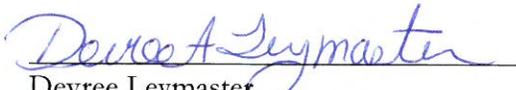
During discussion the Committee agreed the committee name needs to be simplified; rebranded. Chair Utter asked each member to bring three names to the next meeting for consideration.

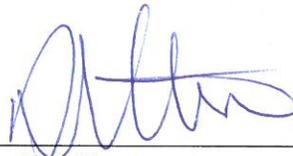
6. TENTATIVE AGENDA ITEMS – September 27, 2017

- Veterans Day
- Committee Rebranding

7. ADJOURNMENT

Chair Utter adjourned the meeting at 6:30 PM.


Devree Leymaster
City Recorder



Danielle Utter
Chair
10/12/17

Date