



# ARTS COUNCIL MEETING AGENDA

**Wednesday, January 08, 2020**

Mercer Island Community & Event Center  
8236 SE 24th St | Mercer Island, WA 98040  
**Phone:** 206.275.7706 | [www.mercergov.org](http://www.mercergov.org)

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## **ARTS COUNCIL MEMBERS:**

**Chair:** Erin Vivion

**Vice Chair:** Amy Barnes

**Members:** Anumeha, Suzanne Skone, Gaylene Vaden Matt Lome, Erik Gordon, Damian Schwiethale, Xixi Shakes

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the Staff Liaison at least 24 hours prior to the meeting.

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## **CALL TO ORDER, 5:30 PM**

## **APPROVAL OF MINUTES**

## **REGULAR BUSINESS**

1. Budget Report
2. Officer Elections and Committee Appointments
3. 2020 Meeting Calendar Review
4. Artists on the Water Project Update

## **OTHER BUSINESS**

## **ADJOURN**



## **Mercer Island Arts Council Special Meeting**

Agenda | January 8, 2020

Mercer Island Community & Event Center

8236 SE 24th St., Mercer Island, WA 98040

- 5:30 PM CALL TO ORDER**
- 5:30 PM APPROVAL OF MINUTES**  
Regular Meeting Minutes, December 11, 2019
- 5:40 PM BUDGET REPORT, Staff**
- 5:45 PM OFFICER ELECTIONS AND COMMITTEE APPOINTMENTS, Erin Vivion**
- 5:55 PM 2020 MEETING CALENDAR REVIEW**
- 6:00 PM ARTISTS ON THE WATER PROJECT UPDATE, Erin Vivion and Staff**
- 6:30 PM ADJOURN**

### **Arts Council Members**

- 1 Anumeha
- 2 Suzanne Skone
- 3 Gaylene Vaden
- 4 Amy Barnes, Vice Chair
- 5 Matt Lome
- 6 Erin Vivion, Chair
- 7 Erik Gordon
- 8 Damian Schwiethale
- 9 Xixi Shakes

### **City Council Liaison**

Salim Nice

### **Staff**

Sarah Bluvas

Diane Mortenson

### **MIVAL Liaison**

Claudia Zimmerman

### **FAAC Liaison**

Alice Finch

**Next Meeting/Retreat: February 12, 2020**

**Everyone contributes.**

- Listen actively.
- Create a space in which all members feel comfortable speaking up.
- Encourage respectful debate.

**Foster a collaborative environment.**

- Work better together.
- Stay open to new ideas and ways of thinking.
- Seasoned members mentor new members.
- Once a decision is made, everyone commits to that decision.

**Hold each other accountable.**

- Evaluate projects and ideas equally.
- Focus on the group's goals.
- Identify and leverage the skills everyone brings to the table.

**Get to know each other and the community.**

- Socialize with each other.
- Expand the network by bringing friends, neighbors, etc., along – create a pipeline/succession plan.

**Be transparent and accessible.**

- Check for understanding by paraphrasing.
- Foster open communication.



## ARTS COUNCIL MINUTES DECEMBER 11, 2019

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### Call to Order

The meeting was called to order by Chair Erin Vivion at 6:37 pm at Mercer Island Community & Event Center, 8236 SE 24<sup>th</sup> Street, Mercer Island, WA 98040.

### Roll Call

- Members Present: Amy Barnes, Erik Gordon, Matt Lome, Damian Schwiethale (arrive 7 pm), Suzanne Skone, Gaylene Vaden, and Erin Vivion
- Members Absent: Anumeha, Xixi Shakes
- City Council: Deputy Mayor Salim absent
- Staff: Sarah Bluvas and Diane Mortenson

### Appearances

*No appearances.*

### Minutes

It was moved by Vivion; seconded by Vaden to:

**Approve the November 11, 2019, minutes as presented.**

Passed: 6-0

FOR: 6 (Barnes, Gordon, Lome, Skone, Vaden, Vivion)

AGAINST: 0

ABSENT: 3 (Anumeha, Schwiethale, Shakes)

### 2019 Budget Report – Sarah Bluvas

\$5,905.93 remains in the Arts Council's 2019 operational budget.

### Update on Gallery Walls Maintenance – Amy Barnes & Sarah Bluvas

Barnes solicited additional feedback on paint color choices; the board narrowed choices to the top three and authorized staff and Barnes to select the final paint color.

Lome presented the idea to dedicate a portion of the wall area and/or new signage for creating space to promote arts programs and the Arts Council. The board expressed interest in pursuing a “relaunch” of the indoor gallery as a 2020/2021 project.

### 2020 Officer Elections – All

2020 Chair Nominations & Election: Chair Vivion opened the floor for Chair elections for 2020. Skone nominated Vivion for the 2020 Chair position, and Vivion accepted the nomination. No other nominations were forthcoming. The board unanimously elected Vivion as Chair by a voice vote.

2020 Vice Chair Nominations & Election: Chair Vivion opened the floor for Vice Chair elections for 2020. Vivion nominated Barnes for the 2020 Vice Chair position, and Barnes accepted the nomination. No other nominations were forthcoming. The board unanimously elected Barnes as Vice Chair by a voice vote.

## **2020 Planning – All**

2019 Budget Evaluation: The board evaluated the 2019 budget and suggested opportunities to reallocate funds in the 2020 budget to strengthen existing programs or accommodate new programs. They also discussed ways to expend the remaining funds in the 2019 operating budget.

It was moved by Vivion; seconded by Barnes to:

**Reallocate up to \$5,000 in the 2019 operating budget to fund a portion of gallery walls project, provided that the funds cannot be rolled over to the 2020 operating budget.**

Passed: 7-0

FOR: 7 (Barnes, Gordon, Lome, Schwiethale, Skone, Vaden, Vivion)

AGAINST: 0

ABSENT: 2 (Anumeha, Shakes)

Staff will follow up with Finance to finalize this process.

2020 Program Ideas: The board discussed program opportunities that have been shared by Arts Council members or community groups to consider for 2020. Schwiethale provided updates on the “Artists on the Water” program presented at the November 2019 meeting.

It was moved by Vivion; seconded by Barnes to:

**Approve up to \$7,500 in the 2020 operating budget to fund the “Artists on the Water” project idea.**

Passed: 6-1

FOR: 6 (Barnes, Gordon, Schwiethale, Skone, Vaden, Vivion)

AGAINST: 1 (Lome)

ABSENT: 2 (Anumeha, Shakes)

The following board members volunteered to assist Schwiethale with coordinating this program:

- Erin Vivion
- Suzanne Skone

Staff will also follow up with resources related to sponsorships.

## **Chair Report – Erin Vivion**

Chair Vivion will host the board for a social gathering in early 2020 in lieu of a 2019 holiday party. More details to follow.

## **Staff Updates – Diane Mortenson and Sarah Bluvas**

- Please report outstanding 2019 volunteer hours to staff.

## **Adjournment**

Chair Vivion adjourned the meeting at 8:34 pm.

**Mercer Island Arts Council - 2020 Operating Budget** (Adjusted 12.11.19)

Expense Area	2020 Budgeted	2020 Adjusted
<b>PR5200: Public Art</b>		
Operating supplies (placards, signage, etc.)	\$ 800.00	\$ 800.00
<b>PR5300: Community Arts Support</b>		
Arts Council Swing Dance (VFW Hall rental, supplies, etc.)	\$ 1,700.00	\$ -
<b>PR5400: Gallery</b>		
Operating supplies (reception food, etc.)	\$ 1,200.00	\$ 1,200.00
Professional services (outdoor gallery installation stipend)	\$ 1,400.00	\$ 1,400.00
Musicians at receptions	\$ 1,500.00	\$ 1,500.00
Marketing and promotion (advertising, printing, etc.)	\$ 1,400.00	\$ 700.00
<b>PR5500: Literary Program</b>		
Friday Night Films honoraria (Lance Rhodes)	\$ 3,000.00	\$ 3,000.00
Meet the Author event	\$ 450.00	\$ -
Marketing and promotion (advertising, printing, etc.)	\$ 500.00	\$ -
<b>PR5600: Cultural &amp; Performing Arts</b>		
Event supplies	\$ 100.00	\$ 100.00
Mostly Music in the Park sound engineering	\$ 5,200.00	\$ 5,200.00
Mostly Music in the Park bands	\$ 7,000.00	\$ 7,000.00
Shakespeare in the Park performances	\$ 7,000.00	\$ 7,000.00
Marketing and promotion (poster design/distribution, banners, etc.)	\$ 2,920.00	\$ 2,920.00
<b>PR5700: Special Programs</b>		
Operating supplies (office supplies, retreat supplies, etc.)	\$ 500.00	\$ 500.00
Dues and subscriptions (STQRY, professional networks, etc.)	\$ 3,000.00	\$ 2,000.00
Marketing and promotion	\$ -	\$ 2,000.00
Miscellaneous grants and sponsorships	\$ 2,000.00	\$ 2,000.00
<b>TOTAL</b>	<b>\$ 39,670.00</b>	<b>\$ 37,320.00</b>
<b>Remaining</b>	<b>\$</b>	<b>2,350.00</b>

**1% for Art in Public Places Fund Balance**

<b>Cash Balance as of 01.01.19</b>	\$ 143,011.81
<b>2018 - Contributions</b>	
Contributions	\$ 30,222.00
2018 Town Center Banners	\$ (300.00)
Net 2018 contributions	\$ 29,922.00
<b>2019 Budget - Commitments or Future Use of Cash</b>	
Anticipated Contributions	\$ 19,000.00
Gallery walls maintenance (est.)	\$ (30,000.00)
Handsome Bollards restoration (est.)	\$ (7,000.00)
Routine public art maintenance (est.)	\$ (5,000.00)
Net 2019 contributions (est.)	\$ (42,000.00)
<b>Est. Cash Available at year's end (12.31.19)</b>	<b>\$ 130,933.81</b>