



ARTS, CULTURE, AND HERITAGE COMMISSION MINUTES

October 19, 2022 at 5:00 PM

City Hall - Council Chambers and Via Zoom

PARTICIPANTS MAY ATTEND THE MEETING AT:

Wilsonville Library, 8200 SW Wilsonville Road, Wilsonville, Oregon

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Laura Ruggles:

ParksandRec@ci.wilsonville.or.us or 503-783-7529

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Laura Ruggles - Wilsonville City Hall

29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER

The meeting was called to order at 5:05 pm

1. Roll Call

PRESENT

Angela Sims (Arrived at 5:38 pm)
David Altman (Arrived at 5:34 pm)
Deborah Zundel
Jason Jones
Joan Carlson
Susan Schenk
Benjamin Mefford
Steven Traugh

ABSENT (EXCUSED)

Elaine Swyt

EX OFFICIO MEMBERS/CITY STAFF PRESENT

Kris Ammerman, Parks and Recreation Director
Shasta Sasser, Library Director
Bill Flood, Community Cultural Development Consultant
Mark Ottenad, Public Affairs Director
Zoe Mombert, Assistant to the City Manager
Laura Ruggles, Program Coordinator

CONSENT AGENDA

2. Approval of Minutes: 9.21.2022

Motion made by Carlson, Seconded by Schenk.

Voting Yea: Zundel, Jones, Traugh

Voting Abstaining: Mefford

CITIZEN INPUT

There was no citizen input.

NEW BUSINESS

3. DEI Joint Meeting Preparation (Ammerman)

What one or two questions do we want to ask the DEI Committee at our joint meeting?

(Examples: How can we help them? How can we work together? What advice can they give us as a brand new City Commission? etc.)

Parks and Recreation Director Kris Ammerman explained to the commission that the joint meeting with the Diversity, Equity, and Inclusion (DEI) Committee was a chance to discuss opportunities to collaborate and make sure the two groups are not duplicating efforts. Ammerman asked the group for a few questions they wanted to ask the DEI committee and to share what they wanted to get out of the group meeting. Member Jones said he's interested in hearing what the DEI Committee thought the ACHC had as assets to their efforts and what they see as deficits. Member Schenk said that she liked the question of what advice they could give the ACHC as a new city commission since they are at least a year into their time as a city committee. Member Carlson asked if all present members could take one of the questions listed in the agenda to ask the DEI Committee. Ammerman agreed that it would be a good idea for the ACHC commission members to each take a different question.

4. Capacity Development Discussion – Define the Term (Bill Flood)

Community Cultural Development Consultant Bill Flood talked about capacity building in the nonprofit sector and looking at what the needs are in the community. Flood said every nonprofit has a mission statement, so capacity building is increasing their capacity to fulfill their mission. It could be board member development, board training, strategic planning, taking steps to find a permanent location, etc. Member Mefford said it was hard to decide where to start as there had been so much capacity loss across the board after the pandemic as events and organizations are still reopening or restarting. There is also the need to determine what the needs of the community are that these organizations are serving. With all the uncertainty, extra capacity building during this time that might be considered a recovery time. Mefford said they might consider the programs and support that the City of Lake Oswego offers as they develop this capacity building program. Mefford said that as they look at capacity building they might look at grant funding for staff and ways for cultural organizations to exist in the community. Member Schenk suggested that one of the capacities that they could offer would be to help organizations to evaluate what their mission statements are. Schenk also asked if they could

create a list of organizations that might want some of that capacity building. Chair Zundel asked if that type of list already existed. Ammerman said an extensive list was created when the Arts, Culture, and Heritage Strategy (ACHS) was created, but a lot has changed in the last few years as a result of the pandemic. Schenk asked for a list with contact information of these nonprofits that the commission members could split up and call to find out where they are and what they need. Zundel asked if they could host an event that invites nonprofits to come and meet the commission to see what is needed. Public Affairs Director Mark Ottenad noted that during the formation of the ACHS they had contracted with a group to compile the list of nonprofits, which includes those that are not cultural nonprofits. These groups needed to turn in form 990s from the IRS, and what they discovered is that many of these organizations had declining reserves over the three year time period. Ottenad noted that one suggestion had been to have nonprofits join together under one community umbrella organization that could process paperwork and/or host joint events. Chair Zundel asked about what the ACHC could do to help the nonprofits. Ottenad said that it may help to have the new Arts and Culture Program Coordinator position follow up with these groups. There had also been events that invited all the nonprofits to the table and meet each other and the community. Another idea is to get a delegation together to talk with some of the leading businesses in the community to get funding for these nonprofits. Ottenad concluded by saying funding was needed. Member Traugh wondered if something could be created on the website that would allow artists to get connected with nonprofit organizations. Chair Zundel agreed that there is a need to bring individuals and groups together. Zundel asked how they would go about doing that. Ammerman reminded the group that they are working on that through their work on the new grant that will be available to these nonprofit groups. Ammerman added that this group has also made the effort to work with the DEI Committee. Zundel asked though how they spread the word outside of the commission meeting so they can make the community aware of the grant application and opportunities available to them. Ottenad agreed with Ammerman that it takes time to build up the efforts of the commission, and that they would be advertising in the Boones Ferry Messenger, on social media, and on the City's website. Zundel asked why the DEI committee puts on events when the ACHC does not seem to have that in its scope. Ottenad gave the background that the artist and nonprofit community had expressed the concern that the City would take away their programming ability as nonprofits. Flood said they had also requested to have someone within the City to help them, which is what led to the creation of the new Arts and Culture Program Coordinator position. Traugh suggested that they allow people to submit their resumes online to have a roster of who's around and what services they can provide. Flood shared that one of the appendices online for the ACHS has exactly that. Zundel asked if that is available to the community and if a big push had been made to advertise it. Mefford mentioned that WACC also maintains a list online of local artists that they update fairly regularly. Mefford suggested getting a much more direct feedback mechanism for the community so that members of the community can be informed and be involved, such as with the volunteer fair. Chair Zundel suggested they continue this conversation at an upcoming meeting.

CONTINUING BUSINESS

5. Community Cultural Events and Programs Grant Next Steps (Ammerman)

Ammerman reminded the group that they had done the work to retool the grant, and that it would go to City Council for approval on November 21. If the Council approves it, they would likely advertise the applications in December, open in them in January, and then begin reviewing in March.

Member Altman asked to confirm when the grant application would be due. Ammerman said there are not specific dates on the calendar at this time but it would likely open in January and close in March.

6. Arts and Culture Program Coordinator Full Time Position Status Update (Ammerman)

Ammerman shared that the Arts and Culture Program Coordinator fulltime position had been filled. They had hired Erika Valentine, who is coming from a very similar role from the City of San Ramon's Parks and Recreation Department, and that she would be moving to Oregon and starting in mid-November.

ADJOURN

The meeting was adjourned at 5:58 pm

Joint session of the Arts, Culture, and Heritage Commission and the Diversity, Equity, and Inclusion Committee to follow at 6:00 PM.

NEXT MEETING

Wednesday, November 16, 2022 5:00 PM - Wilsonville Library (Oak Room)

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Laura Ruggles, Program Coordinator at 503-783-7529 or ParksandRec@ci.wilsonville.or.us: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

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