



MEETING NOTICE

**TUALATIN ARTS ADVISORY COMMITTEE
JANUARY 16, 2018 - 6:30 PM
COMMUNITY SERVICES ADMIN. OFFICE
8515 SW TUALATIN RD.**

A. CALL TO ORDER

B. APPROVAL OF MINUTES

1. November 21, 2017

C. COMMUNICATIONS

1. Chair
2. Council Liaison
3. Staff
4. Public

D. OLD BUSINESS

1. Community Enhancement Award
 - Discussion
(Committee)
2. FY17/18 Quarter 2 Goals and Performance Measures
 - Discussion
(Sou Souvanny)
3. FY 17/18 Budget
 - Discussion
(Sou Souvanny)
4. Parks & Recreation Master Plan
 - Update
(Sou Souvanny)

E. NEW BUSINESS

1. FY18/19 Goals and Performance Measures
 - Discussion
(Sou Souvanny)
2. FY18/19 Budget
 - Discussion
(Sou Souvanny)

F. COMMUNICATIONS FROM COMMITTEE MEMBERS

G. ADJOURNMENT



City of Tualatin

Tualatin Arts Advisory Committee Regular Meeting Minutes November 21, 2017

PRESENT: Art Barry, Brett Hamilton, Kristin Erickson, Dawn Upton, Thea Owens,
Councilor Nancy Grimes

ABSENT: Mason Hall

STAFF: Sou Souvanny, Paul Hennon

PUBLIC: Erica Ruiz, OHSU Nursing Student

A. CALL TO ORDER

Chair, Buck Braden called the meeting to order at 6:40 pm.

B. APPROVAL OF MINUTES

Brett Hamilton MOTIONED to APPROVE the October 17th, 2017 TAAC Meeting Minutes, Art Barry SECONDED. Minutes were APPROVED 7-0-0.

C. COMMUNICATIONS

1. Chair

None.

2. Council Liaison

Councilor Grimes updated the committee on the Food Cart ordinance adopted by Council, which allows food carts and pushcarts outside of the downtown core areas. Councilor Grimes also provided an update on the Garden Curves project, which has completed the design phase and is now into the funding phase.

3. Staff

Sou Souvanny provided updates on the October meeting's Old Business. This included:

- Visual Chronicle Call for Artists – call for artists was made public and posters were created to generate interest and intended to be easily shared
- Student Visual Chronicle – the poster and application form was finalized and will be uploaded on the newly revised website. Donor packets were given to committee members interested in soliciting donations from businesses.
- Proposed ArtWalk - poles have not been installed and two proposed poles were relocated to enhance the Park Loop
- Living Room Gallery Proposal – Each fiscal year will still have a total of four rotations. However, the City will be responsible for the coordination of 1 rotation using the ArtSplash “Best in Show” or the Visual Chronicle. The remaining 3 rotations would be coordinated by the gallery curator and paid within the set budget.

The committee, by consensus, determined it was not necessary to hold a December meeting and, therefore, was cancelled.

4. Public

None.

D. OLD BUSINESS

1. Community Enhancement Award

Staff updated the committee on the resolution of the McDonald's Community Enhancement Award.

2. Parks & Recreation Master Plan Update

Staff encouraged the committee to attend the December 5th Project Advisory Committee meeting at the Tualatin Police Department to hear the public arts needs assessment statement from the consultants.

E. NEW BUSINESS

None.

F. COMMUNICATIONS FROM COMMITTEE MEMBERS

G. ADJOURNMENT

Consensus adjourned the meeting by CONSENSUS at 7:49 pm.


Sou Souvanny, Recorder



Tualatin Arts Advisory Committee (TAAC) 2018 Meeting Calendar

DATE	DAY	TIME	LOCATION
January 16, 2018	Tuesday	6:30 PM	Community Services Admin. Office
February 20, 2018	Tuesday	6:30 PM	Community Services Admin. Office
March 20, 2018	Tuesday	6:30 PM	Community Services Admin. Office
April 17, 2018	Tuesday	6:30 PM	Community Services Admin. Office
May 15, 2018	Tuesday	6:30 PM	Community Services Admin. Office
June 19, 2018	Tuesday	6:30 PM	Community Services Admin. Office
July 17, 2018	Tuesday	6:30 PM	Community Services Admin. Office
August 21, 2018	Tuesday	6:30 PM	Community Services Admin. Office
September 18, 2018	Tuesday	6:30 PM	Community Services Admin. Office
October 16, 2018	Tuesday	6:30 PM	Community Services Admin. Office
November 20, 2018	Tuesday	6:30 PM	Community Services Admin. Office
December 18, 2018	Tuesday	6:30 PM	Community Services Admin. Office

Tualatin Arts Advisory Committee
GOALS AND PERFORMANCE MEASURES – FY 17/18
Q2

Division	Goal	Performance Measure	Status as of Jan 1, 2018
Arts Program	<p>Stimulate private and public support for programs and activities in the arts</p> <p>1. Produce Arts Programs</p> <p>2. Support other organizations in the provision of Arts Programs</p>	<p>1a. Produce ArtSplash on a profitable basis. <i>(Heidi Marx)</i></p> <p>1b. Present 8 Concerts on the Commons in July and August. <i>(Julie Ludemann)</i></p> <p>2a. Contribute funds to at least two non-city organizations by 6/30/18. <i>(Sou Souvanny)</i></p> <p>2b. Partner with Heritage Center to provide 2 arts programs and events. <i>(Sou Souvanny)</i></p>	<p>ArtSplash will take place on July 13-15, 2018 at the Tualatin Commons.</p> <p>Concerts are currently being coordinated.</p> <p>Small grants have been awarded to Mask and Mirror Community Theater, the Tualatin Valley Symphony and Broadway Rose. Broadway Rose has been issued payment.</p> <p>No programs have been planned yet.</p>
	<p>Encourage greater opportunities for recognition of arts in Tualatin.</p> <p>1. Produce Arts Programs</p>	<p>1a. Purchase pieces of student art for the FY 17/18 Student Visual Chronicle by 6/30/18. <i>(Sou Souvanny)</i></p> <p>1b. Purchase 1-2 pieces of artwork for the FY 17/18 Visual Chronicle by 6/30/18. <i>(Sou Souvanny)</i></p>	<p>Applications are due April 6th. Staff has been working with teachers and will make a presentation to Students in late January. Date TBD.</p> <p>Call for Artists published and applications are due Feb 15th, 2018.</p>

Tualatin Arts Advisory Committee
GOALS AND PERFORMANCE MEASURES – FY 17/18

Q2

Division	Goal	Performance Measure	Status as of Jan 1, 2018
	<p>2. Administer a Collections Management program for visual art collection</p> <p>3. Develop the Library as a venue for learning, exploring and celebrating an appreciation of art</p> <p>4. Publicly recognize significant artistic community enhancements in Tualatin.</p>	<p>1c. Administer 4 installations of artwork in the Living Room Gallery. <i>(Sou Souvanny, Angela Wrahtz)</i></p> <p>2. Refresh display of Visual Chronicle in City facilities at least once in the fiscal year. <i>(Sou Souvanny)</i></p> <p>3. Continue to develop an ongoing arts program in the library in conjunction with the library program staff. <i>(Sou Souvanny)</i></p> <p>4. Identify at least one award candidate per fiscal year. <i>(Committee Members)</i></p>	<p>2 of 4 to date: Rene Eisenbart; Diana Nadal Next: Anji Grainger</p> <p>Rotations planned for February and March. Most recently hung display at the City Operations building.</p> <p>The Student Visual Chronicle is on display in the Teen Room and the library offers concerts in the fireplace area.</p> <p>Candidates to be considered at each TAAC meeting.</p>
	<p>Strive to ensure excellence in the public arts collection</p> <p>1. Administer a Collections Management program for visual art collection</p> <p>2. Evaluate at least one arts program each year.</p>		
		<p>1. Maintain current records and inventory of public art collection continuously. <i>(Sou Souvanny)</i></p> <p>2. Evaluate and recommend arts program as needed. <i>(Committee Members)</i></p>	<p>The master inventory is current. Inventory is constantly updated with each rotation.</p> <p>The FY17/18 programming will be reflective of updates. The Parks & Recreation Master Plan update will include a public arts plan.</p>

Tualatin Arts Advisory Committee
GOALS AND PERFORMANCE MEASURES – FY 17/18
Q2

Division	Goal	Performance Measure	Status as of Jan 1, 2018
	<p>3. Propose a Percent for Art Program</p> <p>4. Update and Expand Tualatin’s Public Art Plan</p> <p>5. Obtain at least two grants in support of arts and interpretive program.</p>	<p>3. Incorporate a percent for art program in the Parks and Recreation Master Plan as part of Public Arts Plan by Summer 2018. <i>(Sou Souvanny)</i></p> <p>4. Incorporate plan elements into Parks and Recreation Master Plan by Summer 2018. <i>(Sou Souvanny)</i></p> <p>5. Obtain and manage an arts grant on time, within budget by 6/30/18. <i>(Sou Souvanny)</i></p>	<p>Parks & Recreation Master Plan update is in process and recommendations are anticipated by mid-spring 2018.</p> <p>Parks & Recreation Master Plan update is in process and recommendations are anticipated by mid-spring 2018.</p> <p>Staff will continue to explore grant opportunities.</p>

BUDGET DETAIL FY 2017/18
GENERAL FUND
COMMUNITY SERVICES
 Arts Program
 11/22/17

REVENUE 100-00-00
100-00-00-43115 OTHER GRANT REVENUE - PARKS

0

 0

EXPENDITURES 100-40-40

MATERIALS & SERVICES
100-40-40-54651 ARTS PROGRAM

1. Programs

A. Visual Chronicle

	qty	cost	total	
1. General Collection				
a. Purchases		2,300		
b. Framing & scanning		1,000		
c. Artist reception		50		
d. Carry Forward from FY16/17		4,000		
Sub-Total General Collection			7,350	
2. Youth Collection				
a. Purchases				
1. Acrylic	1	75		
2. Drawing	1	75		
3. Photograph	1	75		
4. Contingency	1	150		
Sub-Total Purchases		375		
b. Framing & scanning		500		
c. Artists Reception		50		
Sub-Total Youth Collection			925	
3. VC Hanging system supplies				100
Total Visual Chronicle				8,375

B. ArtWalk

1. ArtWalk improvements				
Total ArtWalk				2,000

C. Community Enhancement Award

1. Recognition plaques	1	125	125	
Total Community Enhancement Program				125

D. Living Room Gallery

1. Coordinator fee	1.50	667	1,000	
(3 shows with Library contribution of \$1000)				
(4th show coordinated by City using ArtSplash or Visual Chronicle)				1,000
Total Living Room Gallery				

2. Partnerships

A. Heritage Center				
Sponsorship of arts-based activities				
Total Partnerships				1,000

3. Contributions to Other Organizations

A. Total of \$1,000 available through arts grant application process				
Total Contributions to Other Organizations				1,000

4. Arts Maintenance

A. Maintenance per annual schedule of bronze art inventory				1,500

				15,000

100-40-40-55901 EQUIPMENT RENTAL

1. Canapy rental for ArtSplash				5,300

				5,300

TOTAL MATERIALS & SERVICES **20,300**

TOTAL EXPENDITURES **20,300**

**Tualatin Arts Advisory Committee
GOALS AND PERFORMANCE MEASURES – FY 18/19**

DRAFT

Division	Goal	Performance Measure	Notes/Revisions
Arts Program	<p>Stimulate private and public support for programs and activities in the arts</p> <p>1. Produce Arts Programs</p> <p>2. Support other organizations in the provision of Arts Programs</p>	<p>1a. Produce ArtSplash on a profitable basis. <i>(Heidi Marx)</i></p> <p>1b. Present 8 Concerts on the Commons in July and August. <i>(Julie Ludemann)</i></p> <p>2a. Contribute funds to at least two non-city organizations by 6/30/19. <i>(Sou Souvanny)</i></p> <p>2b. Partner with Heritage Center to provide 2 arts programs and events. <i>(Sou Souvanny)</i></p>	
		<p>Encourage greater opportunities for recognition of arts in Tualatin.</p> <p>1. Produce Arts Programs</p>	<p>1a. Purchase pieces of student art for the FY 18/19 Student Visual Chronicle by 6/30/19. <i>(Sou Souvanny)</i></p> <p>1b. Purchase 1-2 pieces of artwork for the FY 18/19 Visual Chronicle by 6/30/19. <i>(Sou Souvanny)</i></p> <p>1c. Administer 4 installations of artwork in the Living Room Gallery. <i>(Sou Souvanny, Angela Wrahtz)</i></p>

**Tualatin Arts Advisory Committee
GOALS AND PERFORMANCE MEASURES – FY 18/19**

DRAFT

Division	Goal	Performance Measure	Notes/Revisions
	<p>2. Administer a Collections Management program for visual art collection</p> <p>3. Develop the Library as a venue for learning, exploring and celebrating an appreciation of art</p> <p>4. Publicly recognize significant artistic community enhancements in Tualatin.</p>	<p>2. Refresh display of Visual Chronicle in City facilities at least once in the fiscal year. <i>(Sou Souvanny)</i></p> <p>3. Continue to develop an ongoing arts program in the library in conjunction with the library program staff. <i>(Sou Souvanny)</i></p> <p>4. Identify at least one award candidate per fiscal year. <i>(Committee Members)</i></p>	
	<p>Strive to ensure excellence in the public arts collection</p> <p>1. Administer a Collections Management program for visual art collection</p> <p>2. Evaluate at least one arts program each year.</p> <p>3. Propose a Percent for Art Program</p>		
		<p>1. Maintain current records and inventory of public art collection continuously. <i>(Sou Souvanny)</i></p> <p>2. Evaluate and recommend arts program as needed. <i>(Committee Members)</i></p> <p>3. Incorporate a percent for art program in the Parks and Recreation Master Plan as part of Public Arts Plan by Summer 2018. <i>(Sou Souvanny)</i></p>	

**Tualatin Arts Advisory Committee
GOALS AND PERFORMANCE MEASURES – FY 18/19**

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Division	Goal	Performance Measure	Notes/Revisions
	<p>4. Update and Expand Tualatin’s Public Art Plan</p> <p>5. Obtain at least two grants in support of arts and interpretive program.</p>	<p>4. Incorporate plan elements into Parks and Recreation Master Plan by Summer 2018. <i>(Sou Souvanny)</i></p> <p>5. Obtain and manage an arts grant on time, within budget by 6/30/19. <i>(Sou Souvanny)</i></p>	

BUDGET DETAIL FY 2018/19
GENERAL FUND
COMMUNITY SERVICES
 Arts Program
 11/30/17

REVENUE 100-00-00

100-00-00-43115 OTHER GRANT REVENUE - PARKS

0

0

EXPENDITURES 100-40-40

MATERIALS & SERVICES

100-40-40-54651 ARTS PROGRAM

1. Programs

A. Visual Chronicle

	qty	cost	total	
1. General Collection				
a. Purchases		3,800		
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Sub-Total General Collection			5,350	
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a. Purchases				
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Sub-Total Purchases		375		
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c. Artists Reception		50		
Sub-Total Youth Collection			925	
3. VC Hanging system supplies				100
Total Visual Chronicle				6,375

B. ArtWalk

1. ArtWalk improvements (None Identified)				
Total ArtWalk				0

C. Community Enhancement Award

1. Recognition plaques	1	125	125	
Total Community Enhancement Program				125

D. Living Room Gallery

1. Coordinator fee	1.50	667	1,000	
(total of 3 shows with Library contribution of \$1,000)				
(4th show coordinated by City using ArtSplash or Visual Chronicle)				
Total Living Room Gallery				1,000

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Sponsorship of arts-based activities				
Total Partnerships				1,000

3. Contributions to Other Organizations

A. Total of \$1,000 available through arts grant application process				
Total Contributions to Other Organizations				1,000

4. Arts Maintenance

A. Maintenance per annual schedule of bronze art inventory			1,500	
				11,000

100-40-40-55901 EQUIPMENT RENTAL

1. Canapy rental for ArtSplash			5,300	
				5,300

TOTAL MATERIALS & SERVICES 16,300

TOTAL EXPENDITURES 16,300