

Gresham Art Committee

Summary Minutes

May 5, 2016 - 4:45 p.m.

Gresham City Hall, Conf Room 3A

Members Present: Cathy Huntington, Cassie Fisher, Steve Laveson (*departed 5:30*), Cindy Lenig Cossu, Kay Nolan, Dottie Lauritzen, Marianne Ott, Barbara Solomon, and Pamela Zero (*arrived 5:10*).

Members Absent: Michael Anderson, Dean Derek, Connie Otto, and Heather Wells.

Others in Attendance: Teresa Hall, Kathy Kollenburn (Staff Liaison)

The Gresham Art Committee was called to order on May 5, 2016 by Chair Cathy Huntington at 4:45pm.

Barbara Solomon moved and Kay Nolan seconded that the minutes of the April committee meeting be approved as read. Motion approved unanimously.

The budget report was skipped for the month as Connie Otto was absent.

Teresa Hall asked to speak for a couple of minutes. Dottie made a motion that when Teresa finished, she wanted to share some information regarding the Juried Show. Barbara seconded the motion.

Discussion on the motion: Cathy shared why the agenda had been changed—this was due to feedback from the committee regarding too much discussion about the shows. Dottie shared her reasons for wanting to share what worked, what didn't work and some recommendations for the Juried Show. This is important to her. Committee deserves a chance to move forward in a positive manner. Motion was unanimously approved.

Teresa discussed the make-up of committee and current conflicts between members. She wanted to encourage everyone to consider why they are here—she read the established purpose of the GAC which is to promote local arts and artists. Teresa addressed an email that was sent to committee members stating a formal complaint had been made to the City about a committee member. This is not true. The City did not receive a complaint against anyone on the committee. To clarify, she stated there were concerns about a process with the Juried Show but the issues were discussed with the parties involved and it was resolved. This also needs to be communicated with the members who are not in attendance to make them aware that this was inaccurate.

For the time being, Teresa requests that committee members do not send group emails and should cease from deliberating or making decisions outside of the public meeting. Emails can be misunderstood and can be detrimental and hurtful. Committee members need to be respectful of each other and air their grievances or frustrations individually, and only between those who are involved. Additionally, these discussions should never be conducted by email especially with the entire group. If there are procedural issues or meetings aren't going well, this can be discussed and recommendations for improvement can be made in the public meeting. Committee members who need to get information out to the entire committee are asked to send the information to Kathy Kollenburn and she will forward it to the group. Please ensure you are also communicating this same information by phone or mail with any members who do not have computer access such as Marianne Ott. Notifications that Kathy will send out to the group by email are; meeting reminders, draft minutes for review, and the upcoming agenda. Emails deliberating processes or issues or decision making are not in line with public meeting law and will not be forwarded. These conversations should happen

only during public meetings with a quorum present. This will ensure everyone is included in discussions and will minimize misunderstandings.

Teresa reminded the Committee of the reasons why the City formed the committee and supports them financially. She would like the committee to move forward, which will involve recruiting new members. Several members will be stepping down either due to moving (Cathy Huntington) or due to their personal schedules and conflicts (Dottie Lauritzen, Dean Derek). Teresa shared that Michael Anderson also informed her that his schedule is too busy and he will be stepping down from the committee after the Juried Show so we will have several openings to fill. Cathy reminded everyone of the importance of attending meetings.

Meetings should be positive and proactive and a time to get things done. If there are problems or issues that arise, they should be written down so they can be discussed. Additionally, the GAC should focus on what is positive and celebrate their successes and fill the gallery with works from local or area artists who have no other outlet for their art.

Dottie forgot her folder but began her discussion stating it was coming from a positive place. She phrased things as that she was looking at the best. She stressed that listening to each other is also quite important and gave an example about the importance of listening from a class she taught at college. Dottie discussed the poster from the Juried Show. She felt like some of the communication she shared was not heard by the committee. She encouraged members to ask questions to find out what the person's intent is when they do something different. Dottie will send her report to Kathy for the committee to review.

The things Dottie thought worked well for the Juried Show were:

- She liked only needing to update the prospectus—template available
- Having new people on the curating team
- 3-D artists putting their own displays together
- She appreciated Connie and others stepping in for take-in
- She appreciated hearing from committee members who recognized the time and work that went into show
- During award presentation, the juror was able to talk about the pieces
- She liked that she tried some different things

Issues included the changes regarding awards/ribbons—discussions like this should happen ahead of time. Dottie suggested that the curator be given some freedom in decisions surrounding shows and that the group should occasionally try new things to see what works and what doesn't. There is so much work that is on the person who takes the applications and photos – it can take a large amount of time and can be redundant. Utilizing YouTube to show artists simple ways to take pictures to submit and go through application process as a tutorial would be helpful. There is now an account set-up with the City to take payments.

Discussion followed regarding the amount of time needed to complete tasks and what would be the best point to pick up the phone instead of continuing to email back and forth about processes. Committee members shared what a great show it was and their appreciation for a job well done.

Teresa shared about the possible use of one of the City's two software programs that artists could use to submit applications to enter shows. Discussion continued regarding spreadsheet preparation. Pamela shared her process that makes it easier for her to accomplish this task and noted that she didn't personally find any issues with the process. Teresa clarified how the City application would work and that it would automatically create the spreadsheet from the

entries. It isn't certain how or if it will work with photos and the City will continue to research the issue and will get back to the committee.

Chromatic Show: Cindy shared that she has artists who want to learn how to enter shows with their photos. She needs specifications to tell people requirements for entries. Parris Foley with Infusion Gallery will be participating in the show. Cindy will have them featured in publicity. She is working with Parris directly regarding framing.

Other Business

Discussion regarding changes to the show schedule for the remainder of the year took place. Pamela plans to do the Member Show. Teresa recommended going back five years to invite former members and said the City has rosters that contain the previous member's information. Cathy suggested that a small show can be just as good as a large show. Discussion took place regarding staggering the time for take-in and take-down for the shows and difficulty with room reservations if they are on different days.

The members asked about recruiting due to the current moratorium while Council conducts their periodic review. Teresa recommended that the committee consider having potential members attend a couple of meetings and participate with a show prior to being formally appointed. The only thing they wouldn't be able to do is vote on motions. Discussion continued on ways this might be beneficial. This will allow prospective members to try things out and see if this is a fit for them as well as for the committee.

Cindy made a motion to start recruiting for the committee and have it be an internship and market it that way. This was seconded by Pamela. Discussion took place on the best way to involve new people. It was suggested that a committee member be assigned to mentor each intern. Cindy would volunteer to be a facilitator for orientation. This involves inviting a guest to attend meetings and then explore further what the committee does. Vote taken and approved.

Members reviewed who is continuing with the committee and how to make meetings more concise. Cindy & Pamela both offered Barbara the opportunity to take a part of the show they are involved in to help her learn the process. Cathy mentioned the "JoinMe" app that was used for the Industrial Show and how it can be used to make committee work easier.

Cathy & Cindy shared the history behind the committee manual and how it came to be developed; this was a result of bringing together past documents so they were all gathered in one place. The documents are not new things. The premise behind it was to just clean it up. Cindy shared that she doesn't want to be "right" in regard to the manual, however she wants to have "right relationship" with other members. The book is just a tool.

The committee members need to look at upcoming officers. Cathy's term as chair is up July 1 – though she may continue with the committee after stepping down as chair. Nominations need to be made at the next meeting. Dottie proposed that the committee bring a list of suggested officers to the next meeting. There will be dinner served at the June meeting. Shows will be discussed. If members are missing 4 or 5 meetings in a year they are missing half the meetings so it is a priority to come to meetings. Group needs to work as a team.

The next meeting will be held on Thursday, June 2 at 4:45pm. The meeting was adjourned at 6:22pm.

Respectfully submitted,
Kathy Kollenburn, Staff Liaison