



Meeting: September 17, 2019, Sherwood Center

**Members Present:**

Patricia Gallagher – Vice Chair  
Jeff Seffens - Treasurer  
Ruth Bandler – Secretary  
Clayton Austin  
Carol Caputo  
Sharon Chang  
Deborah Dillard  
Kelly Herman  
Patricia Hussey  
Steve Latourette  
Mary Lechter  
Jessica Russo Revand

**Members Absent, Excused:**

Molly Grimsley – Chair

**Members Absent, Unexcused:**

None

**Staff:**

Megan DuBois – Cultural Arts Manager

**Guests:**

David Meyer, Mayor  
John Mason, Former mayor

Pat Gallagher called the meeting to order at 7:05 PM.

**Big Picture Arts Status in the City – David Meyer, Mayor; John Mason, Former Mayor**

- John distributed a document summarizing the relevant arts-related “Big Picture” and suggested priorities for commission action. He was very pleased to announce that the arts are finally mentioned in the city’s comprehensive plan, and this is an opportunity for the commission to have input. He urged the commission to be active and vocal to get their input heard.

**Review of Minutes for June 2019**

The June minutes were reviewed. Minor edits were made.

- A motion was made, seconded and passed unanimously to accept the minutes as amended.

**Treasurer’s Report – Jeff Seffens, Treasurer**

- Jeff reviewed the balance sheet and profit and loss statement.

- Jeff reviewed the draft 2019-2020 budget. A motion was made, seconded and passed unanimously to approve the budget.

## **Announcements – Megan DuBois, Cultural Arts Manager**

- Megan described upcoming events. She announced that her staff now includes a student, Emily Crane, as well as Evie who is still handling activities for children.

## **Old Business**

### *ArtScreen – Jeff Seffens*

- Jeff discussed the ArtScreen movie schedule for next year and encouraged members to sign up to help support the events.

### *Public Art Committee (PAC) – Carol Caputo, Megan DuBois*

- Carol said the committee met last week.

- Victorian Square - Carol said there is someone from Victorian Square who proposed erecting a six foot sculpture of a great dane in Victorian Square. He will purchase the sculpture and pay for its installation and maintenance. A motion was made, seconded and passed to approve this sculpture in this location.

- The Girl with the Dog has now been installed in Old Town Square. Pat G will send the members a picture.

- The installation of The Peace Bird, a tribute to Armistice Turtora, is running late. It may be installed in December.

- Megan mentioned an idea for a memorial wall in the dog park. It would serve as public art, a memorial tribute and a fundraiser. The city would sell dog tags to hang on the wall.

- Painted signal boxes - Carol said the project involving painting signal boxes is still under discussion by the city.

- Painted piano – Joe Kanyan plans to donate a piano to the city, if the city will move it out of his house. The idea is that it will be painted and placed in a public area for people to play and enjoy. The committee is discussing the details.

- Public Art Policy re: Committee Membership – Carol reminded us that the committee needs to review the policy regarding the current requirement to include outsiders on the committee.

**Action: The Public Art Committee will review the policy regarding the current requirement to include outsiders on the committee.**

### *Development/Sponsorship updates – Pat Gallagher, Megan DuBois*

- Megan said we received a \$5000 donation from a woman to improve the marketing and quality of the performances at Old Town Hall.

### *Mason Award updates – Mary Lechter, Jeff Seffens, Megan DuBois*

- Mary asked the members to submit ideas about 2020 recipients to her by the November meeting. She'll work with Megan on suitable dates.

**Action: Members should submit ideas about suggested 2020 Mason Award recipients to Mary by the November meeting.**

### *Commission on the Arts (CoA) vacancies update – Megan DuBois*

- Megan said we have one open slot for a city resident.

### *Strategic plan status – Molly Grimsley*

- Pat G said Molly announced that the strategic plan revision is complete; she'll email the final version to the members.

**Action: Molly will email the final revised strategic plan to the members.**

### *Performance space – Mary Lechter*

- Mary said the document is complete. John Mason said it was an excellent job. He suggested we work with Megan on creating a comprehensive calendar showing all of the performing groups in the city who would use such a performance space.

**Action: The workgroup should work with Megan to create a comprehensive calendar showing all of the performing groups in the city who would use such a performance space.**

*OTHPs (Old Town Hall Performance Series) – Megan DuBois, Clayton Austin*

- Megan said the first performance is scheduled for October 11.

*OTHPs ushering status – Clayton Austin*

- Clayton distributed a sign-up sheet for members to volunteer to usher for OTHPS and ArtScreen events.

*Fall Festival – Molly Grimsley*

- Clayton distributed a sign-up sheet for volunteers for the Fall Festival and Fall for the Book.  
- Chalk It Up 2 Art – Deb sent an email to the members with a proposal for a mechanism to allow pre-registration via her website. A motion was made, seconded and passed to approve this payment method as a one-time solution. Deb suggested a way for people to be able to take their drawings with them. The drawings would be made on pre-treated wooden boards. A motion was made, seconded and passed to charge participants an additional \$10 if they want to take their “mounted” drawings with them.

*Downtown Visioning Committee – Deb Dillard*

- Megan said this committee is still meeting.

*Fourth of July parade award update – Molly Grimsley*

- Megan said we awarded a “Most Creative” award to FPYC, and it worked out very well.

*Grants status – Megan DuBois*

- Megan said she received many more applications this year so it appears that her summer grant-writing workshops were a success. Megan emailed all of the applications to us. She will send us Emily’s checklist showing if each application was in compliance. She’ll also send us the application criteria. She’ll maintain hardcopies of the grants in her office and the members can come by to refer to that if they prefer that to electronic copies.

**Action: Megan will email the members Emily’s compliance checklist and the application criteria.**

## **New Business**

*Annual Report – Molly Grimsley*

- Pat G said Molly said this is complete.

*American Shakespeare Center – Megan DuBois*

- Megan discussed the upcoming plans to bring this group to perform in the city. This will be jointly sponsored by the CoA and the Economic Development Authority/Economic Development Office.

*GMU Programs at OTH/Mason Arts at OTH – Megan DuBois*

- Megan announced that there will be performances at the schools this year.

*Literary Prize – Sharon Chang, David Meyer*

- Sharon reminded the members that Molly tasked her last spring with developing a plan for the commission to award a literary prize, as a way for us to give attention to literary arts in the city. Sharon and David commented that their individual neighborhood includes several published authors, so it’s likely there are many published authors living in the city. Sharon asked for members to volunteer to

serve on a literary arts committee to help set up a competition and prize. She suggested targeting high school juniors and seniors. Deb and Steve offered to join Sharon on the committee. Megan and David also said they would be involved. Sharon will provide an update next month.

**Action: Sharon will update the members on the status of a literary arts committee.**

*Holiday Market – Molly Grimsley*

- Pat G said that Molly submitted a request for a booth at the market. We don't need to determine if the members wish to do this until we find out if we've been accepted and for which date/time slot.

*PRAB/CoA Joint Meeting – Pat Gallagher*

- Pat G asked the members if they prefer to hold our regular meeting after the joint meeting (on Thursday November 18), or to keep our original Tuesday meeting. A motion was made, seconded and passed to keep the CoA meeting on Tuesday as originally scheduled.

## **Partner Updates**

*PRAB (Parks & Recreation Advisory Board) – Pat Gallagher*

- Pat G discussed PRAB activities.

*Art League – Carol Caputo*

- Carol discussed the new president and a recent reception.

*CFBA (City of Fairfax Band Association) – Ruth Bandler*

- Ruth announced this is the 50<sup>th</sup> anniversary of the City of Fairfax Band. She discussed upcoming performances for the adult bands.

*GMU – Mary Lechter*

- Mary announced the start of a great performance series.

The meeting was adjourned at 9:45pm.