



Meeting: May 21, 2019, Sherwood Center

Members Present:

Molly Grimsley – Chair
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:

None

Members Absent, Unexcused:

None

Staff:

Megan DuBois – Cultural Arts Manager

Guests:

None

Molly called the meeting to order at 7:00 PM.

Review of Minutes for April 2019

The April 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.

Announcements – Megan DuBois, Cultural Arts Manager

- Megan described upcoming summer programs, including –

- Hometown Thursdays - 1st and 3rd Thursday in May, June, August, September; 6:30-8:30pm; Old Town Square; Jeff's Main Street Community Band performs on June 6 from 7-8:30pm
- Rock the Block – 4th Friday in May through October, 6:30-9:30pm, Old Town Square
- Beer in the 'Burbs - June 1, 12-5pm, Old Town Square
- Kidz Korner – Thursdays, starting June 8, 10:30-11:30am, Old Town Square. Additional information is on the city calendar - <https://www.fairfaxva.gov/services/about-us/advanced-components/calendar-meeting-list/-seldept-18>

- Information for the first three items can be found at <https://www.fairfaxva.gov/government/parks-recreation/special-events> .

Old Business

ArtScreen – Jeff Seffens

- Jeff discussed the committee's tentative plans for next year. The committee will select 4 movies at the next meeting, June 15. He encouraged anyone with movie suggestions to send them to him/the committee before June 8. The theme is, "Movies that relate to the arts."

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

- The Girl with the Dog, for Old Town Square – Megan said the city has received the piece. She said there has been discussion within the city about whether or not to move the piece to the entrance of the newly-opened dog park. Megan asked for CoA input. After discussion, a vote was held to decide – should the sculpture be moved to the dog part. Results: Yes 4, No 7, Abstain 1. Megan will convey the CoA's recommendation to keep the sculpture in place in Old Town Square as originally planned.

- New dog park at the site of the former Westmore Elementary School – Carol said this park is now open.

- Traffic Signal Box Painting – Megan is still researching this project.

- Scout on the Circle – Megan said this site will have a mural, but plans are moving very slowly.

- Korean Grandmothers' Autobiographical Painting Exhibition – Megan said this will run from May 28 through June 8 at the Sherwood Center.

Development/Sponsorship updates – Pat Gallagher, Megan DuBois

- Pat G. said the committee has not met recently. They will get together with Megan and her staff to review the donor database. They will discuss sending letters to selected donors.

Paint Nite fundraiser recap – Deb Dillard, Megan DuBois

- Deb and several members described this successful event and said it generated a lot of enthusiasm. Deb said it raised \$238 for the CoA.

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

- Mary said, for next year, she prefers keeping this event attached to the Old Town Hall Performance Series (OTHPS), rather than holding it during the Spotlight Festival. She suggested we discuss this again in the fall. Megan asked the members to start thinking about 2020 recipients.

Action: Reminder for the fall: the CoA should review Mary's recommendation to keep the Mason Awards event attached to the Old Town Hall Performance Series rather than holding it during the Spotlight Festival.

Action: Members should start thinking about 2020 recipients.

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

- Megan asked the members to let her know if the CoA roster that she sent us is correct.

Action: Members should review the roster that Megan emailed to us and let us know if it is correct.

Strategic plan status – Molly Grimsley

- Molly will compile the feedback that she's received and send it to the full CoA for review.

Action: Molly will compile the feedback received and send it to the full CoA for review. The members will provide comments.

Performance space – Mary Lechter

- Mary said the performance space paper has been revised, following a format from a Public Art Committee report. She distributed it to the members during the meeting. She asked for comments by June 3 so that the committee can review them before the June CoA meeting. Steve suggested adding a

requirement to accommodate pit orchestras. He indicated they can be located at various spots, e.g., in front, on stage, below the stage, etc.

Action: Members should review the updated performance space paper and provide comments to Mary by June 3.

Fall Festival – Molly Grimsley

- Megan said we have space for our Fall Festival booth and sidewalk art event reserved.
- Molly said we will decide on a logo, application form and advertisements at the next CoA meeting. We should also think about inexpensive giveaways to attract visitors to our booth and promote the CoA, e.g., stickers, crayons, etc. Megan will look into the cost of color-changing mugs with our logo (the city has purchased some of these for the Beer in the 'Burbs event).

- Chalk It Up 2 Art – Deb discussed the event.

- Portrait Fundraiser – Molly asked the members to provide suggestions for cut-outs.

Action: Members should send to Molly any ideas for portrait cut-outs for the Fall Festival.

Action: Members should send to Molly any ideas for cheap giveaways for the Fall Festival.

Downtown Visioning Committee – Deb Dillard

- Deb said this committee will meet on May 30. She asked the members to give her input re: “what does the CoA want,” before the May 30 meeting.

Action: Members should give Deb Dillard input re: “what does the CoA want to be included in the Downtown Visioning project” before the May 30 meeting.

New Business

Fourth of July Parade Award – Molly Grimsley

- Molly said the CoA can give an award for the parade, e.g., “most artistic float.” The award certificate will be attached to the winning float so it will be visible to all parade attendees. Megan said we need to design the award; the city will print it. A motion was made, seconded and passed unanimously to provide an award for the parade. Megan said she'll obtain guidance for us. We will need some members to judge the floats before the parade starts. Molly, Deb and Megan agreed to be at the parade site by 8:30am for judging.

Action: Megan will obtain guidance for us re: how to make an award for the parade. Members need to design the award; Megan will take of getting it printed. Molly, Deb, Megan, and any other members will arrive at the parade site at 8:30am for judging.

Grants – Megan DuBois

- Megan said she plans to move up the calendar so the CoA will review the grant applications during the October CoA meeting. She plans on announcing a September 13 deadline for grant application submissions so the members can receive binders of all of the applications at the September CoA meeting. We are transferring to a completely online application process, but not in time for this year's grants. Megan said the existing application guidelines look good, but if anyone has any suggested changes, please tell Megan.

- Megan said she plans on holding a grants-writing workshop during the week of August 5 and/or August 20, if she can get it in the budget. She would like Molly, Pat and Ruth to sit on a panel to speak about what we are looking for in the grants applications. Megan will coordinate the workshop(s). Megan is compiling a list of those organizations that are likely to apply for grants; they will receive invitations to the workshop(s).

Action: Members should provide any recommended changes in the grants application guidelines to Megan soon.

Nominations – Molly Grimsley

- Molly announced that all 4 incumbents agreed to run again, but the floor is open if anyone else is interested in running for an office.

Action: Members interested in running for CoA office should let Molly know before the June CoA meeting.

Budget Review – Jeff Seffens

- Jeff reviewed draft #1 of the budget for next year.

- Megan mentioned that the city/PRAB no longer pays for our marketing, so we need to include marketing expenses in our budget.

- Deb suggested listing the Fall Festival “Chalk It Up 2 Art” sidewalk event expenses as a separate line item under “Other Programs.” Deb will send the budget details to Jeff.

Action: Deb will send budget details for the “Chalk It Up 2 Art” sidewalk event at the Fall Festival to Jeff before the June CoA meeting.

Action: Members should review the draft budget for next year, and be prepared to vote on next year’s budget at the June CoA meeting.

Partner Updates

PRAB (Parks & Recreation Advisory Board) – Pat Gallagher

- Pat G said PRAB discussed their upcoming summer programs.

Art League – Carol Caputo

- Carol said the recent reception went well. The June show will be put up soon; the reception is June 13.

CFBA (City of Fairfax Band Association) – Ruth Bandler

- Ruth described the city’s new plans for an extended July 4 celebration. “A Hometown Celebration – with the Fairfax City Band Association” will be held on June 30, from 5-8pm, at the Veterans Amphitheater adjacent to City Hall. There will be games and food trucks. The City Band will perform at 7pm and will not perform during the July 4 evening fireworks event.

GMU – Mary Lechter

- Mary said this season’s events have ended. Next year’s program lineup is set. Artist residences will be included. Molly said she is on the GMU alumni board, and asked how we can get OTHPS announcements out to the alumni.

The meeting was adjourned at 9:00pm.