



Meeting: May 19, 2020, Virtual Meeting due to coronavirus restrictions

**Members Present:**

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

**Members Absent, Excused:**

None

**Members Absent, Unexcused:**

None

**Staff:**

Megan DuBois – Cultural Arts Manager - Video

**Visitors:**

None

**Guests:**

None

Molly Grimsley called the meeting to order at 7:06 PM.

**Review of Minutes for February 2020 [March & April meetings were cancelled due to coronavirus restrictions]**

The February 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.

- A motion was made, seconded and passed unanimously to file the report for audit.

**Announcements – Megan DuBois, Cultural Arts Manager** (see “Commission on the Arts – Megan’s reports Visual 5.19.20.pptx” for additional information on several agenda topics)

- All events are cancelled until July 6. On July 15, the City will decide whether performances can begin (i.e.: concerts, etc.).
- The CoA's budget did not receive any cuts during budget discussions.
- Temporary City staff have been cut; it has not been determined when temporary staff will be rehired. Because of this, logistics to implement concerts, performances, events, etc., are going to be complicated. CoA staff will probably be asked by Megan to assist her with setting up/taking down CoA events.

## Old Business

### *Nominations/Elections – Molly Grimsley*

- The slate of officers is listed below. Elections will be held at the June CoA meeting.
  - Chair - Pat Hussey
  - Vice Chair - Pat Gallagher
  - Secretary - Ruth Bandler
  - Treasurer – Clayton Austin

**Action: Elections for the four officer positions will be held at the June CoA meeting.**

### *Facebook page update – Molly Grimsley, Deb Dillard*

- CoA has been trying to keep our Facebook page active by posting arts related items. Facebook traffic for the CoA has increased; new people are liking the page and individual posts. Deb started Meet the Commissioner which features a CoA Commissioner every Friday. So far, she, Molly, Sharon have participated; Carol's photos are scheduled to be posted this Friday. Laura Hill may provide a video. All Commissioners are encouraged to participate in this posting; please give your post to Deb, Megan, or Molly for posting. There is a way for an individual to post an item by using the "comment" button.

**Action: Commissioners are encouraged to submit a post to Deb, Megan, or Molly for the new “Meet the Commissioner” Facebook page.**

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

- Painted signal boxes – The signal boxes artwork is being fabricated and will be installed on two boxes by June 30.
- Painted piano – The piano has been moved.
- New mural project – Megan presented the final mural design for the grocery store; it should begin being created soon. She is looking into getting it recognized in the press.
- Election sticker contest - There were 15 submissions for the Election Sticker contest.
- Carol sent the Mayor a follow-up note thanking him for all the help and guidance with the CoA's request for money within the City's budget.

### *Grants update – Megan DuBois*

- The decision was made by the City Manager that because of the pandemic, the allocation for the 2019-20 grants is as follows:
  - If the event occurred as planned, the normal routine is followed.
  - If the event was modified and occurred because of the pandemic, the normal routine is followed.
  - If the event was cancelled, the recipient is allowed to retain the first grant payment (75%) but will not be given the second portion. The reason is that the recipient may have already incurred expenses for their cancelled event.
- Megan suggested CoA needs to think about how to address the 2021 grants; she is going to do some research and present a proposal at the June meeting. Pat H suggested CoA create a Grants Steering Committee; for now, we will establish a Grants Working Group, coordinated by Pat H, with Pat G and Megan working on it.

**Action: Megan will present a proposal for how to address the 2021 grants at the June meeting.**

### *OTHPS performances update – Megan DuBois*

- Megan has booked some performers for the concert series, beginning in November 2020. She has planned fewer performances so there will be the flexibility in case of the need to reschedule. Megan is investigating how to make our concerts virtual/make them live on Facebook. She is not publishing anything (bookmarks, etc.) until possibly September.

#### *OTHPS title change – Molly Grimsley*

- Most members feel we need to include Bonita Lestina's name in the title. Megan provided three examples, the original and two shorter versions. The Commission will discuss this at the June meeting and possibly vote on it.

**Action: The Commission will discuss a possible OTHPS name change at the June meeting and possibly vote on it.**

#### *SWOT update – Pat Hussey*

- Pat H. reminded everyone to read the document about committees and working groups she sent out last week. She'd like members to provide feedback directly to Pat H.

- Molly will send Pat H's full SWOT report to the members. Members will review, make comments and jot down ideas. Discussions will begin later in the summer.

**Action: Members should review the document about committees and working groups that Pat H sent out last week and provide feedback directly to Pat H.**

**Action: Molly will send Pat H's full SWOT report to the members. Members will review, make comments and jot down ideas. Discussions will begin later in the summer.**

#### **New Business**

- None

#### **Partner Updates**

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

- Pat G said PRAB's immediate concerns are park issues. Cathy Salgado (Director Parks & Recreation) did not have new information regarding the Fairfax West project.

##### *Art League – Carol Caputo*

- No updates.

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

- No updates.

##### *GMU – Mary Lechter*

- Mary said all activities are cancelled until August 8. The GMU "Tiger Team" is currently meeting to discuss fall semester plans. They hope to have some news by June.

The meeting was adjourned at 8:16pm.