



Meeting: January 17, 2023, Sherwood Center

Members Present:

Dan Smith – Chair
Patricia Gallagher – Vice Chair
Clayton Austin – Treasurer
Ruth Bandler – Secretary
Sharon Chang
Michele Greet
Brian Howell
Susan Morris
Yolanda Ortiz
Jessica Russo Revand
Kelsey Sandoval
Padma Surapureddi

Members Absent:

Lisa Casazza
Melissa Grow
Debra Wright

Staff:

Megan DuBois – Cultural Arts Manager
Christine Vincent – Development and Event Assistant

Guests:

None

Visitors:

None

Dan Smith called the Commission on the Arts (CoA) Meeting to order at 7:00 PM.

Approval of Minutes for December 2022 – Pat Gallagher for Ruth Bandler, Secretary (*included in the read-ahead packet*)

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

Treasurer's Report – Clayton Austin, Treasurer (*included in the read-ahead packet*)

- See the report.

- Clayton said last year's Joan Cross Award check has not been cashed. Megan said she will email the band director to follow up on this.

- Clayton said he mailed out IRS Form 1099's to those contractors who earned over \$600 from us in 2022.

- **Action: Megan will email the Fairfax H.S. band director to follow up on the status of last year's Joan Cross check.**

Cultural Arts Manager's Report – Megan DuBois, Cultural Arts Manager (included in the read-ahead packet)

- Christine discussed the city's 2023 Lunar New Year Festival Fair.
- Megan discussed the upcoming Artists in Conversation event.

Old/New Business – Dan Smith, Chair

- **Willard-Sherwood Health and Community Center**
 - o Dan discussed the Jan 7, 2023, retreat that he attended with the City Council and Mayor during which the Willard project was discussed. The group seemed very supportive of a feasibility study to look into repurposing existing space in the city for arts needs (see Dan's email to the commission on Jan 8, 2023). The \$4M renovation idea for Sherwood is still under discussion.
 - o **Action: Clayton will email the Foundation Bylaws to the commissioners to explain the Foundation's fundraising mandate.**
- **Commission photo and BLOTHPS photos**
 - o Dan indicated an interest in an updated group photo of the commission members. The group agreed on a tentative location/date of before the April 18 commission meeting, in front of the Sherwood Center.
 - o Brian asked if anyone takes pictures of our performers at the BLOTHPS. Megan said the city sometimes sends their staff photographer. Michele said GMU students could do this for class credit and suggested we pursue that option. Dan asked the Performance Committee and Marketing Committee to discuss this, and asked Brian to reach out to Melissa and Jessica.
 - o **Action: Brian will reach out to Melissa and Jessica for the Performance Committee and Marketing Committee to look into enlisting GMU students to photograph our BLOTHPS events.**
- **Mayor and Council visit**
 - o Dan said the Mayor and City Council are tentatively planning to visit our March 21 meeting at 6pm to get an overview of the group and what we do. Dan suggested using the slide deck that Pat prepared last year as the basis for our presentation. Megan suggested having Yolanda, Brian, and Padma "pretty it up." Megan will confirm the visit with the City Clerk.
 - o **Action: Megan will confirm with the City Clerk the Mayor and City Council's March 21 visit to our meeting.**

Committee Reports – Dan Smith, Chair

- **Arts Awards – Jessica Russo Revand**
 - o Jessica announced the Awards Ceremony will be April 28 as part of the last BLOTHPS event of the year.
 - o Jessica said there was one nominee for the Individual Award, Michael DeMarco.
 - o **A motion was made, seconded, and passed unanimously to approve Michael DeMarco as this year's John Mason Award winner.**
 - o Jessica said there were five nominees for this year's Business Award winner. Discussion ensued.
 - o **A motion was made, seconded, and passed to approve Mobius Records as this year's Business Award winner.**
 - o Megan said we need invitation letters for the award recipients. Brian agreed to write both letters. Megan will send him the bios.
 - o **Action: Megan will send Brian the bios for Michael DeMarco and Mobius Records. Brian will draft the letters informing them of their selection and inviting them to the Awards Ceremony.**
- **ArtScreen – Clayton Austin**
 - o Clayton said last week's ArtScreen event was a full house and got a good response from the audience.

- He said the committee met with Megan earlier tonight to select the 23/24 dates. The committee welcomes new members and encourages recommendations for next year's movies. Final selections will be made in the May-June timeframe.
- **City of Fairfax Band Association (CFBA) – Ruth Bandler** *(included in the read-ahead packet)*
 - Ruth summarized the CFBA report.
- **Language Arts 123 Committee – Sharon Chang** *(included in the read-ahead packet)*
 - Sharon summarized the committee report. She asked Megan to provide a venue for the inaugural Local Authors Speak event dealing with children's book authors. Megan suggested they talk offline; we need to avoid conflicting with Fall for the Book. Sharon reminded us that Fall for the Book doesn't include city authors or self-publishers as the CoA does. Megan suggested that the Fall for the Book group might want to partner with us.
 - **Action: Megan will follow up with Sharon regarding providing a venue for CoA's first Local Authors Speak event.**
- **Parks and Recreation Advisory Board (PRAB) – Pat Gallagher**
 - PRAB has been involved with conveying support for arts spaces to the Mayor and City Council, so Pat suggested we give PRAB a presentation describing the "small component items" that we want in a Performing and Visual Arts Center, e.g., dressing rooms. Jessica will send Pat the document that Jessica and Mary Lechter drafted a couple of years ago which covered this in detail. Pat suggested we include in our wish list performance areas in parks as they're renovated.
 - **Action: Jessica will send Pat the Performing Arts requirements document that she drafted with Mary Lechter a couple of years ago.**
- **Performance and Events – Melissa Grow** *(included in the read-ahead packet)*
 - Jessica summarized the report which covered last week's committee meeting regarding a donor reception. Jessica said we want input and assistance from the rest of the commissioners. She polled the group re: a stand-alone event vs. an event combined with and following a BLOTHPS, and limited to donors vs. open to the public. Jessica mentioned the advantage of opening it to the public so that we will not have a venue fee and Megan's staff will be able to help with the event. Susan recommended having the public there to witness the recognition of the donors. Clayton said we only have \$500 in this year's budget for receptions, so he recommended delaying this reception until next year so it can be included in the budget. Dan asked the group to send their recommendations to Jessica and Melissa by February 13.
 - Megan said the city management has announced that they want to limit free space usage this year. Dan said he will follow up with Megan about this.
 - **Action: The members will send their recommendations re: a donor reception to Jessica and Melissa by February 13. Issues should include stand-alone vs. combined with a BLOTHPS performance, limited to donors vs. open to the public, timeframe, and other areas of interest.**

The meeting adjourned at 8:25 pm.