



Meeting: March 21, 2023, Sherwood Center

Members Present:

Dan Smith – Chair
Patricia Gallagher – Vice Chair
Clayton Austin – Treasurer
Ruth Bandler – Secretary
Sharon Chang
Michele Greet
Melissa Grow
Brian Howell
Susan Morris
Yolanda Ortiz
Kelsey Sandoval
Debra Wright

Members Absent:

Jessica Russo Revand
Padma Surapureddi

Staff:

Megan DuBois – Cultural Arts Manager

Guests (attended the pre-meeting “Meet and Greet”):

Catherine Read, Mayor
Rob Stalzer, City Manager
Billy Bates, Councilmember
Tom Ross, Councilmember

Visitors:

None

Pre-Meeting “Meet and Greet” – 6:00 PM

Dan welcomed the guests and commissioners.

Dan and the commissioners walked through a presentation which explained the background and roles of the commission. The guests departed before the start of the monthly commission meeting.

Commission Monthly Meeting – 7:00 PM

Dan Smith called the Commission on the Arts (CoA) Meeting to order at 7:05 PM.

Approval of Minutes for February 2023 – 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)*

- Clayton summarized the report.

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

- Megan summarized the upcoming Spotlight on the Arts festival. She said the members will receive an invitation to the April 21 opening reception.

Old/New Business – Dan Smith, Chair

- **Feasibility Study – Megan DuBois, Cultural Arts Manager**

- o Megan met Friday with the task force discussing performance space options in the city. She said they will reach out to the commissioners for a Zoom meeting.

- **Scheduling Events**

- o Dan would like to add the dates for all our events, e.g., the Language Arts 123 contest, to the annual "Bookmark."

Committee Reports – Dan Smith, Chair

- **Arts Awards – Susan Morris**

- o Susan said the committee will start working on the menu and script, using last year's event as a guide.

- **ArtScreen – Clayton Austin**

- o Clayton announced that this year's series is over. He reminded the commission that we will need a new emcee for next year.

- **City of Fairfax Band Association (CFBA) – Ruth Bandler** (*included in the read-ahead packet*)

- o Ruth referred the members to the CFBA report.

- **Language Arts 123 Committee – Sharon Chang** (*included in the read-ahead packet*)

- o Sharon discussed the Language Arts report. She described the details for the language arts roundtable events, *Write On, Fairfax!* She said no funding will be needed, just dates and venues for a target of 50 people. Megan said she will help coordinate the dates and venues, but will not be available to assist with the events.

- *A motion was made, seconded, and passed unanimously to continue planning and date and venue setting for three Write On, Fairfax! events featuring City of Fairfax writers, to be held during program year 2023-2024.*

- **Parks and Recreation Advisory Board (PRAB) – Pat Gallagher** (*included in the read-ahead packet*)

- o Pat referred the members to the PRAB report.
- o Pat will follow up on the Adopt-a-Spot program, which may be of interest to the commission.

- **Performance and Events – Melissa Grow**

- o Melissa referred the members to the committee report.
- o **Action: Commissioners should send recommendations for next year's BLOTHPS performers to Melissa and Megan by next Friday.**

- **Public Art – Debra Wright** (*included in the read-ahead packet*)

- o Debra referred the members to the committee report.

Other Topics – Dan Smith, Chair

- **Commission on the Arts PowerPoint presentation** - There was a suggestion to post the presentation on the commission website since many of the guests and new commissioners found it useful. There was a suggestion to add a page listing the current commissioners, which would be updated when necessary.

- **June 20 commission meeting** – Dan said this is Election Day and several commissioners work at the election site. He asked if the commissioners would like to reschedule that meeting. Ruth said she is unavailable on June 20. He asked the commissioners to think about this before the May meeting.

- o **Action: Commissioners should think about rescheduling the June 20 commission meeting due to several conflicts (e.g., Election Day).**

- **Email issues** – Several commissioners said they did not receive Dan’s email with the read-ahead packet. Some said they haven’t received that email for many months, but they do receive other emails sent to the commission’s group list. Megan said she will follow-up with the city’s IT staff.

- **Action: Megan will follow up with the city’s IT staff on the problem of some emails sent to the commission’s group list not reaching the commissioners.**

The meeting adjourned at 7:55 pm.