



Meeting: April 18, 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  
Jessica Russo Revand  
Kelsey Sandoval

**Members Absent:**

Padma Surapureddi  
Debra Wright

**Staff:**

Megan DuBois – Cultural Arts Manager

**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 March 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 referred members to the report.

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

- Megan invited members who are interested in judging floats in the Fourth of July parade to contact her.  
- Megan encouraged the members to attend events in the Spotlight on the Arts festival.

**New Business – Dan Smith, Chair**

- **Feasibility Study – Aaron King (in person) and Anne Butterfield (online) (representing Jon Stover and Associates)**
  - o Mr. King discussed the objectives of the feasibility study they are conducting for the City and sought input from Commission members. Members provided observations and suggestions related to possible locations, technical needs for sound and lighting, storage space, and physical components and layout, such as graduated seating, film screening capabilities, a reception area, and a kitchen.

### **Committee Reports – Dan Smith, Chair**

- **Arts Awards – Jessica Russo Revand**
  - o Jessica said everything is in place for the ceremony and acknowledged Megan DuBois's assistance in planning and execution.
- **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**
  - o Sharon discussed entries in the literary contest.
  - o **Action: Sharon is to provide Treasurer Clayton Austin with the names of the contest winners to facilitate timely issuance of award checks.**
- **Parks and Recreation Advisory Board (PRAB) – Pat Gallagher**
  - o Pat said the Parks and Recreation Department was successful in hiring a new assistant recreation manager prior to the onset of the summer recreation program.
  - o Pat said the municipal bathroom project is underway, but installation issues have at least temporarily foreclosed placing a bathroom at Old Town Square. The bathroom intended for that location will be installed at Van Dyck Park, and efforts will continue with respect to an installation at Old Town Square.
  - o Pat said the fireworks display will be held on July 2<sup>nd</sup>.
- **Performance and Events – Melissa Grow**
  - o Melissa said the Committee has prepared a list of suggested performers for the BLOTHPS 2023-2024 season.
- **Public Art – Debra Wright** *(included in the read-ahead packet)*
  - o Megan DuBois (for the Chair) reminded the members about ArtWalk.

### **Other Topics – Dan Smith, Chair**

- **Revised date for June commission meeting** – Dan said the June meeting will be held on Thursday, June 15, 2023 at 7 pm, with the location to be determined.
  - o **Action: Megan DuBois will reserve a room for the June meeting and post official notice of the revised meeting date.**

The meeting adjourned at 8:04 pm.