



Meeting: September 20, 2022

Members Present:

Dan Smith – Chair
Patricia Gallagher – Vice Chair
Ruth Bandler – Secretary
Sharon Chang
Michele Greet
Brian Howell
Yolanda Ortiz
Jessica Russo Revand
Padma Surapureddi
Debra Wright - Virtual

Members Absent, Excused:

Clayton Austin – Treasurer
Lisa Casazza
Melissa Grow
Susan Morris

Members Absent, Unexcused:

None

Staff:

Megan DuBois – Cultural Arts Manager

Guests:

None

Visitors:

None

Dan Smith called the Commission on the Arts (CoA) Meeting to order at 7:06 PM.

Approval of Minutes for June 2022 – 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.

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

- Megan explained the “Old Lee Highway Place Making” project. She encouraged the members to complete the survey to provide input on features to include in the project.

- Megan described the “Chalk It Up to Art” project that will be part of the Fall Festival. Dan suggested that the CoA conduct a Lessons Learned afterwards so we can improve our planning for future projects.

Old/New Business – Dan Smith, Chair

- **Willard-Sherwood Health and Community Center**
 - o Dan said City consultants hope to present their current proposal to the CoA at the October CoA meeting. This is contingent on the outcome of their Oct 1 presentation to the Mayor and Council. The members want to remind the Mayor and Council of what we want, i.e., space for the arts, not a dedicated facility. Dan agreed to communicate that message. Sharon volunteered to draft it. Dan asked for ideas by Friday.
 - o **Action: Members should send Dan ideas for a reminder message to the Mayor and Council conveying our request for arts space by this Friday. Sharon will draft a message for Dan to present.**
- **Remote Participation in Meetings**
 - o Dan will talk with the City Clerk to obtain clarification on how we can keep using technology to hold remote meetings. He expects us to need to develop a CoA policy for remote meetings.
 - o **Action: Members should send Dan ideas for discussion with the City Clerk to obtain clarification on how we can keep using technology to hold remote meetings.**
- **CoA Handbook**
 - o Dan said that Pat sent him a new draft in July which was intended to improve the usability of the original version. He will send it to us now for review.
 - o **Action: Dan will send Pat's draft to the members. Members should review this draft and send comments to Pat.**
- **Fall Festival**
 - o Dan asked all the members to sign up for a 2-hour window to staff our table at the Fall Festival.
 - o **Action: Jessica will create and post a sign-up sheet for the Fall Festival. Members should sign up for a 2-hour window to staff the CoA table.**

Committee Reports – Dan Smith, Chair

- **Arts Awards – Jessica Russo Revand**
 - o Jessica asked the members to start thinking about potential nominees for the John Mason and Business Arts awards.
 - o **Action: Jessica will send us information about the criteria and past winners for these awards.**
- **ArtScreen – Ruth Bandler**
 - o Ruth discussed the September 30 ArtScreen event, *Yesterday*. She asked for volunteers; Pat and Padma agreed to help on the 30th. Clayton and Ruth will also attend.
 - o Ruth said the committee has lost members due to resignations from CoA and thus it needs some new members. Pat expressed interest in joining.
 - o **Action: Megan and her crew will set up the room, projector, and popcorn machine for the 30th. Megan will buy a gift card from Mobius Records to use as the door prize.**
 - o **Action: The members of the ArtScreen committee (Clayton, Ruth, Pat, and anyone else who would like to join), will decide on convenient days/times to hold committee meetings and ask Megan to book meeting rooms. They will also ask someone to agree to serve as Committee Chair.**
- **City of Fairfax Band Association (CFBA) – Ruth Bandler** (*included in the read-ahead packet*)
 - o Ruth summarized the CFBA report.
- **Grants – Pat Gallagher**
 - o Pat said the grants evaluation session is currently scheduled for the October CoA meeting, but it may need to be moved to the November meeting if the Willard-Sherwood consultants' presentation occurs during the October meeting.
 - o Megan gave a presentation explaining the grants process and "how to evaluate grant applications" for the new members (handout distributed during the meeting).
- **Language Arts 123 Committee – Sharon Chang**
 - o Sharon asked the members to identify neighbors who are writers and send their names to Sharon.

- **Action: Sharon asked members to collect names and contact information of writers in their neighborhoods and send them to Sharon.**
- **Parks and Recreation Advisory Board (PRAB) – Pat Gallagher** (*included in the read-ahead packet*)
 - Pat summarized the report.
- **Performance and Events – Melissa Grow** (*included in the read-ahead packet*)
 - Jessica will post the link for the sign-up sheet and asked the members to sign for ushering duties.
 - **Action: Jessica will post the link for the sign-up sheet and asked the members to sign up for BLOTHPS ushering duties.**
- **Public Art – Debra Wright** (*included in the read-ahead packet*)
 - Debra summarized the report.
 - She said the Plastic Caps Mural was installed in Green Acres and is very impressive. She encouraged the members to go see it.
 - Debra encouraged the members to attend the Art Walk, 10-2, October 1.

Additional Remarks – Dan Smith, Chair

- Dan encouraged members to visit upcoming mayoral candidate forums to talk with the candidates about their interest in the arts. Dan will send candidate forum information to the members so the members can see who is attending each meeting.

The meeting adjourned at 8:40 pm.