

CITY OF LYNNWOOD ARTS COMMISSION
MEETING MINUTES
Tuesday, December 17, 2013
Lynnwood Recreation Center

- I. CALL TO ORDER - Chair van den Bosch called the meeting to order at 6:36pm
Commissioners Present: Kathleen Moore, Craig van den Bosch, Kay Wood
Council Liaison Present: none
Guests: Beth Lunsford
Staff Present: none
- II. Guests: Beth Lunsford, a community member interested in joining the Arts Commission. Ms. Lunsford has a background in the military, computers, working with intercity youth, and the arts.
- III. PUBLIC COMMENT - none
- IV. REVIEW/APPROVAL OF MINUTES FROM LAST MONTH'S MEETING (5 minutes)
No minutes to approve
- V. REPORTS
- a. Staff report
 - b. Committee/Individual reports
 - i. Staff Member Change Sarah Olson of Parks & Recreation is the new Arts Commission liaison. She and Lynn Sordel will attend the January meeting to kick off the year.
 - ii. Commission Retreat 2013 – the commissioners met at SAM to tour the Peru Exhibit and have lunch. The intent of this mini retreat was to get to know one another better.
 - c. Announcements
- VI. DISCUSSION + ACTION
- a. Arts Collection-Inventory – the group discussed the benefits of using an online solution such as Art Archive to inventory the city's collection vs. updating the existing database. The importance of an accurate inventory for insurance, maintenance, and community involvement was stressed. The group planned to discuss further at the Jan. meeting. Guest, Beth Lunsford offered to look into database solutions.
 - b. Shakespeare in the Park – The commission was encouraged to seek corporate sponsorship for the event. We will receive information to forward to any businesses we have a connections with. The group discussed payment options for performers and decided more information was needed. A suggestion was made to open the stage to high school groups at other times. A reminder to order banners was given.
 - c. Board Chair Vote – a vote for board chair is made in January.
 - d. Commission Retreat 2014 – Possible dates, July 26 or Aug 2. More discussion needed.
 - e. Celebrate Event –Arts Commission's signature event. The event will be a full day celebration of art and culture. There will be activities for families, adults, and

teens. Currently looking for headliners for evening entertainment and activities for teens. The group was informed that there is \$5-6K in seed money for the event but we need to raise more. Also discussed was pre and post “Celebrate” opportunities for events, displays, and marketing that could happen through the year. The example of the Grand Rapids “Art Prize” was given. Also discussed was the Farmer’s Market at Wilcox Park, bringing back Wonder Stage, and more Nights in the Park

- f. Agenda Format – the group looked over examples and decided more discussion was needed in January.
- g. Lynnwood Convention Center Partnering – the group was informed that the director of the Lynnwood Convention Center would like to have an Arts Commission representative. Craig will let Sarah Olson know we are interested in moving on this.
- h. Art Commissioner Handbook – January
- i. Art Commission Website – meeting minutes will be posted
- j. Short and long term goals – branding and events
- k. New resident package – will include the new branding for the Arts Commission.

VII. NEW BUSINESS

- a. Call for Future Agenda Items - none

VIII. ADJOURNMENT – Chair van den Bosch adjourned the meeting at 8:02pm

The public is invited to attend. Parking and meeting rooms are accessible for persons with disabilities. Call 425-670-5518 with 24 hours advance notice for special accommodations.