

**CITY OF OAK HARBOR**  
**ARTS COMMISSION MEETING MINUTES**  
**July 13, 2023**

This hybrid meeting was hosted from the Mayor’s Conference Room in City Hall and recorded through RingCentral.

1. **CALL TO ORDER/ROLL CALL:** Chair Russell called the meeting to order at 5:00 p.m.

<b>Position and Commission Member</b>	<b>Attendance</b>		
Position 1 – Karla Freund	In person	P Online	Absent
Position 2 – JR Russell, Chair	In person	P Online	Absent
Position 3 – Mary Himes	In person	P Online	Absent
	at 5:18 p.m.	from 5:03-5:18 p.m.	
Position 4 – Joanna Hanson	In person	P Online	Absent
Position 5 – Cynthia Mason, Vice-Chair	In person	P Online	Absent
Position 6 – Tracy Davidson	In person	P Online	Absent
Position 7 – Therese Kingsbury	In person	Online	Absent
			P with notice
Alternate – Vacant	In person	Online	Absent
Ex-Officio – Councilmember Eric Marshall	In person	P Online	Absent

STAFF PRESENT: Parks and Recreation Director Brian Smith, Executive Assistant Macalle Finkle, and Sr. Administrative Assistant Kim Perrine.

PUBLIC: Guest Maria McGee present for Agenda Item 5.a.

2. **APPROVAL OF AGENDA:** Vice-Chair Mason **MOVED** to approve the Agenda as presented, **SECONDED** by Commissioner Hanson, **MOTION CARRIED UNANIMOUSLY.**

3. **APPROVAL OF MINUTES:**

- a. Regular Meeting of June 8, 2023. Vice-Chair Mason **MOVED** to approve the June 8, 2023 Minutes as amended, **SECONDED** by Chair Russell, **MOTION CARRIED UNANIMOUSLY.**

4. **PUBLIC COMMENT:** No one from the public was present and no public comment was received electronically.

5. **DISCUSSION/ACTION/PRESENTATION/REPORT ITEMS:**

- a. **Maria McGee, Lotus Tea Bar.** Fil-Am Association member Maria McGee came and spoke about the 53<sup>rd</sup> Anniversary in August. The Fil-Am Association has funding and would like to add a wall type monument at Windjammer Park to represent their culture. Other potential locations were also discussed. Maria will speak with Vice-Chair Mason regarding a “call to artists” and Chair Russell also volunteered to assist Ms. McGee. The Commission suggested that the Fil-Am Association put together their plan/design for the monument and bring it back to the Arts Commission for further discussion and potential recommendation to City Council.
- b. **Acorn Coloring Page.** Parks and Recreation Director Smith shared images of the Acorn art piece that was carved from the Post Office oak tree which showed the different carved images on the base. The coloring page was based on these different images. The Commission had concerns about

the quality of the drawing, wanting a clearer design and a cost estimate for the number of copies Laura Renninger of the Garry Oak Society is requesting. It was suggested that Laura Renninger be invited to the next Arts Commission meeting to discuss this matter since they are wanting this project done by the September event.

- c. **Art Plan Request for Proposals (RFP)**. Parks and Recreation Director Smith needs to finish putting the white board information into the spreadsheet. Once completed this will be shared with the Commission members. Vice-Chair Mason, Commissioners Himes and Freund, and Senior Services Administrator Liz Lange have volunteered to review the RFP. This smaller group will meet at 3:00 p.m. on July 20<sup>th</sup> at the Public Works Office/Parks Dept Annex Building to work on the scope, costs, etc., so that this can be brought back to the Arts Commission for further action.
- d. **Parks and Recreation Director Updates**.
  - i. Geotech report looks good regarding the Angel de Creatividad. Archaeologist Gideon Cauffman has questions regarding the cost of redesign. Parks and Recreation Director is trying to get estimates for the re-engineering costs associated with the relocation. This item will be tabled until more information is obtained.
  - ii. Recapping of the acorn was discussed. Vice-Chair Mason as well as other Commission members would like the City to pay for this, not the Arts Fund.
  - iii. Parks and Recreation Director Smith provided the Commission with a G/L Trial Balance Detail Report for 2023 (see attached).
  - iv. Parks and Recreation Director Smith stated he will get the spreadsheet updated so projects can be assigned to the various Commission members.

#### 6. MEMBER COMMENTS:

- a. Commissioner Freund suggested the rain garden as another location for placing art pieces.
- b. Commissioner Hanson asked if someone would come to the Arts Commission if they had an art piece they wanted to place. She also spoke about how people can start their own art projects and about empowering our community and leaders. It was suggested that we need a “plan” for the best and highest use of the art funds.
- c. Commissioner Davidson asked about the Buskers Program. Commissioner Hanson stated that Vice-Chair Mason is working on the program documentation.

#### 7. DETERMINATION OF FUTURE AGENDA ITEMS:

- a. Recapping the acorn.
- b. Acorn coloring page – Laura Renninger.
- c. Wrapping of the electrical boxes.
- d. Next regular meeting is August 10, 2023 from 5-6 p.m. in the Mayor’s Conference Room at City Hall.

8. **ADJOURNMENT:** Commissioner Hanson **MOVED** to adjourn the Arts Commission meeting of July 13, 2023 at 6:13 p.m., **SECONDED** by Commissioner Davidson. **MOTION CARRIED UNANIMOUSLY.**

Minutes taken by Sr. Administrative Assistant Kim Perrine.