



ARTS & COMMUNITY EVENTS
ADVISORY COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
October 21, 2014

PRESENT:

Renaye Delano, Chair
Robb Pierson, Vice Chair
Natalie Voruz
Tamie Arnold, Council Liaison

STAFF:

Devree Leymaster, City Recorder

**1. CALL TO ORDER
ROLL CALL**

2. REVIEW AND ADOPT MINUTES

Vice Chair Pierson moved to approve the September 30, 2014 minutes and Committee Member Voruz seconded. The motion passed unanimously.

3. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

4. EVENTS

a. For the Love of Art - February 2015

Karen Schaaf, West Columbia Gorge Chamber, shared information from the Fall Foliage Studio Tour that she has assisted in planning. She provided samples for a Call to Artists, Artist Application, and Press Packets. She offered resource assistance, including a local artist contact list.

Committee agreed the event would be on Saturday, February 7, 2015 at Fairview City Hall, tentatively 4:00 PM to 8:00 PM. Include a “save the date” in the November Fairview Point newsletter. Begin a “Call to Artists” outreach in December. Chair Delano will draft an artist vendor application for committee review. The Committee agreed art submissions will be subject to approval by ACEAC for inclusion in the event.

b. Tree Lighting – December 6

Chair Delano reported Starbucks will supply hot water and cocoa for the event and the FBA is planning to make a donation to the event. City Recorder Leymaster reported the tree is scheduled to arrive on Monday, November 17; public works staff is coordinating.

The Committee discussed different facets of the event, times, and locations and agreed to the proposed schedule of events and locations.

- 3:00-4:00PM - Photo with Santa – Special Needs (Tentative) – Heslin
- 4:00-6:00PM - Photo with Santa – Upstairs alcove
- 4:00-6:00PM - Crafts – Santa give a craft kit – tables set strategically for crafts
- 4:00-5:00PM - Storytime – Heslin Conference Room – two ½ hour sessions
- 4:00-6:00PM - Choirs – Council Chambers
- Tree lighting 5:00 PM

Assigned tasks:

- Committee Member Voruz – contact Kohl’s and other stores for book and stuffed animal donations.
- Vice Chair Pierson – coordinate with the library for storytime.
- Councilor Arnold – contact the Girl Scouts regarding singing around the tree prior to the tree lighting.
- Chair Delano – research photographers, contact Roy Moore regarding playing Santa, create list of volunteer needs, and coordinate with Matt regarding tree.
- City Recorder Leymaster – order craft kits, banners date/time,

Other items to discuss and finalize:

- Budget – tree lights, decorations for Santa area, photographer, etc.
- Decorate city hall – when, who, etc.

The Committee discussed a Community Caroling event to coordinate with the Tree Lighting. The caroling event will be Friday, December 5 at 6:00 PM, meet at Fairview City Hall. Councilor Arnold will provide song sheets. The only expected expense is the cost for the city to photocopy the song sheets.

c. Honoring Veteran’s Day – November 15

Chair Delano reported receiving positive support and participation for the letter writing campaign. A letter writing presentation will be included at the FOE breakfast. The FOE breakfast is November 15 from 8:00 AM to 11:00 AM at the Wood Village Baptist Church. Ms. McDowell is the contact for the event. Chair Delano will give Vice Chair Pierson the contact information to coordinate volunteer assistance.

The flags (banners) were ordered and have arrived. A scheduling request for public works staff to put them up a week prior to Veterans Day has been submitted.

5. COMMITTEE/STAFF UPDATES

With the resignation of Committee Member Forrest, ACEAC is at its minimum membership to meet the quorum requirement to hold meetings. Chair Delano requested all members aide in recruiting new members.

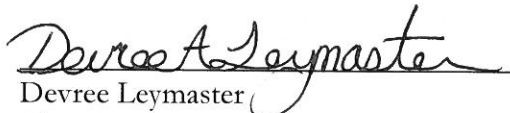
6. TENTATIVE AGENDA ITEMS – November 18, 2014


- Event Planning: Tree Lighting and For the Love of Art.

Chair Delano stated she may request a second a meeting in November for Tree Lighting event planning.

7. ADJOURNMENT

Vice Chair Pierson moved to adjourn and Committee Member Voruz seconded. The meeting was adjourned at 7:45 PM by unanimous vote.


Devree Leymaster
City Recorder


Renaye Delano, Chair
11-18-14
Date