

**Sammamish Arts Commission Meeting
Minutes
March 18, 2013 - 6:30pm**

Attendees:

Commissioners – Chair Daphne Robinson, Anne Schaefer, Claradell Shedd, Lin Garretson, Mary Lynn Vance, Amy Lam, Max Montrey, Bharath Sankaranarayan

Staff - Joe Guinasso, Allison Gubata

Absent with regrets - Barbara Jirsa

Call to Order – Meeting was called to order at 6:30 p.m.

Note Approval of February 20th, 2013 Minutes - Commission Meeting Minutes approved via email.

Budget and Financial Report YTD (2013)

- \$32,300 total budget for 2013
- \$31,273.77 current balance
- Expenditures to date: \$1,026.23
- 4Culture Grant increase by \$1,500 for 2013 & 2014

Theatre Opportunity – Guest presentation by Jim Snyder of *Valley Center Theatre*

Current play is: Cemetery Club. Jim would like to present in Sammamish, possibly a Saturday evening and Sunday matinee. The Arts Commission is coordinating potential logistics and determining expenses for 2013.

Congressional Art Competition – letter from Congressman Dave Reichert’s office, inviting Sammamish students, grades 7 – 12, participate this year. On May 2nd, there will be a reception for the participants and their guests. One winner’s piece will be selected to represent Washington’s 8th Congressional District in the 2013 Congressional High School Art Exhibition displayed in the United States Capitol.

“Calling All Poets” April 2nd

Request for Commissioners to send the “Calling all Poets” flyer to their personal contacts

“Au-Some Artists” April 20th

Attendees at Sammamish Arts Commission events are also attended by non-Sammamish residents. Priority for events requiring registration is given to Sammamish residents as funds are from the resident tax base. These Special Arts Sammamish classes are messy and Commissioner Garretson requested additional funding to provide aprons for the students. The aprons will be property of the Arts Commission.

Model Building Workshop - Architecture Program April 27th

This workshop will have a brief presentation to outline the day followed by a hands on activity. Targeted age group is 13-18.

Commissioner Montrey will be speaking at the April Sammamish Youth Board meeting. Commissioner Lam requested that information be presented about the “CAN” event.

E-mail Marketing – Considering options for administration of the Arts Commission e-mail marketing. The cost of a vendor to manage back end clean-up, monitoring and report running is roughly \$25 – 30 per month. Mail Chimp & Constant Contact are being compared as they are a 1 stop shop including Social Media integration. Sustainability is important, as there is turn-over with Commissioners as well as city staff to consider.

Web Archiving – Commissioner Vance to meet with City of Sammamish Webmaster to determine format and process for archiving Arts Commission historical documents as well as creating a template for how current information would auto archive. Request from Commissioners to consider separating out events & meeting dates on Arts Commission page.

Open discussion – Commissioner Shedd and Commissioner Montrey attended a recent Sammamish Heritage Society meeting to present the historical photo display on utility boxes idea.

Annual Arts Fair Revisions – The marketing budget historically used for placing advertisements in local newspapers is being re-allocated. Advertising will be done using electronic e-mail and posters. Additionally, there will not be any plaza activities this year, only library activities.

Adjourn: 8:40p.m.

Next regular SAC meeting – Monday, April 15th, 2013 – 6:30 pm

Action items:

Commissioner Montrey to provide information for Model Building/Architecture Workshop for posting on website

Commissioner Schaefer to contact Eastlake High School for options on using their stage to host Valley Center Theatre. Also, look at Boys & Girls club as an option.

Commissioner Shedd to coordinate with Allison for going through historical photos at City Hall

City Liaison Gubata to find out about what was charged to the Arts Commission for EX3 Teen Center usage at a recent Arts Commission event

City Liaison Gubata functionality of the existing GovDelivery; (1) marketing or targeting for those who have not signed up – how to? And (2) is there a registration for classes function?