



## SUMMARY MINUTES

### Tacoma Creates Advisory Board (TCAB)

Date: Monday, May 2, 2022

Time: 5:30-7:30 pm

Location: Virtually via Zoom

These minutes accompany the recorded meeting of the Tacoma Creates Advisory Board, which is available at <https://www.cityoftacoma.org/cms/One.aspx?portalId=169&pageId=195545>.

Tacoma Creates is administered by the City of Tacoma's Office of Arts & Cultural Vitality, which is part of the Tacoma Venues and Events department.

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#### Board Members in Attendance:

Putter Bert  
Allison Campbell  
Megan Clark  
Sheree Cooks  
Amanda Figueroa  
Roxane Hreha  
Naomi O'Connor  
Brian Robinson

#### Staff Present:

Lisa Jaret  
Clarissa Gines  
Rico Lastrapes  
Amy McBride  
Naomi Strom-Avila  
Tammi Bryant

#### Board Members Absent:

Maeve Glackin-Coley  
Liesl Santkuyl

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### 1. Call to Order; Roll Call

#### Chair Cooks

Chair Cooks called the TCAB meeting to order at 5:39pm.

She started the meeting with a land acknowledgement:

ʔukʷədiitəb ʔuhigʷətəb čəł txʷəl tiit ʔa čəł ʔal tə swatxʷixʷtxʷəd ʔə tiit puyaləpabš dxʷəsłəlils  
gʷəl ʔutxʷəlšucidəbs həlgʷəʔ.

We gratefully acknowledge that we rest on the traditional lands of the Puyallup People where they make their home and speak the Lushootseed language.

## 2. Warm-up / Check-ins

### TCAB Members

Lisa Jaret acknowledged the passing of TCAB member Michael “Tony” Hudson, and shared that we would create space later in the evening to honor him.

Chair Cooks then facilitated the check-in prompt, “Which Hogwarts house are you in? Which set of values best fit you or resonates with you?”, in celebration of International Harry Potter Day.

## 3. Consent Agenda

### Vice Chair Bert

Vice Chair Bert asked for a motion to approve the May 2 agenda, as well as the minutes from the April meeting.

There was a motion, “...to approve the agenda, as well as the minutes from the previous meeting.”

Motion: Allison Campbell

Seconded: Roxane Hreha

Motion: Carried

## 4. Public Comment on Agenda Items

### Chair Cooks

Chair Cooks provided space for attendees to share public comment. There were no public comments made at this time.

## 5. Program Updates

### Staff

Clarissa Gines provided updates on the Funding Panel process, and shared that the Comprehensive Organizational Support panel process just finished, and panel process is about halfway through for Impact Funding. She also shared that Winter Quarter Reports have now all been received from organizations, and the next (and final) report for this funding cycle will be available in June.

Lisa Jaret then shared information on a data dashboard created by Matt Kelley from University of Washington-Tacoma, which highlights Tacoma Creates-supported in-person programming. She also shared some general updates around staff returning to the office, connecting with a Tacoma Public Schools family liaison group, post-application surveys that were shared with applicants, and transportation support for field trips.

## 6. Action Item

### Chair Cooks and Vice Chair Bert

#### **Funding recommendations: Comprehensive Organizational Support**

Chair Cooks provided a brief overview of Comprehensive Organizational support, and TCAB’s role in approving funding recommendations.

Lisa Jaret provided a budget overview for the 2022-23 funding year, and briefly reviewed the Tacoma Creates funding goals, application review process, and the Comprehensive

Organizational Support funding category and review criteria.

TCAB member Amanda Figueroa then highlighted the rest of the panelists, talked through their review process and guiding considerations for the panel, and presented the panel recommendations for Comprehensive Organizational Support contracts for the 2022-23 funding year.

Chair Cooks then called for a motion, “to approve the recommendations for Comprehensive Organizational Support.”

Motion: Allison Campbell

Seconded: Roxane Hreha

Discussion: TCAB members Allison Campbell and Roxane Hreha had questions around the funding allocations, and panel review process. This provided an opportunity for TCAB member Amanda Figueroa to expand more on her experience on this panel.

Motion: Carried

## **7. TCAB Recruitment**

### **Chair Cooks**

Chair Cooks let TCAB know that staff will be working with the City Clerk’s Office on the recruitment process for new members soon, and asked if any TCAB members would like to serve as advisors on this process.

Naomi O’Connor, Roxane Hreha, Amanda Figueroa, and Sheree Cooks all volunteered to be part of the ad hoc TCAB Recruitment committee, which will support recruitment efforts in the following weeks.

## **8. Participatory Budgeting**

### **Chair Cooks**

Chair Cooks offered a general reminder about voting in the Tacoma Creates Participatory Budgeting project, which is currently open, and Lisa Jaret shared some quick updates on the project.

## **9. OACV Staff Reports**

### **Staff**

Naomi Strom-Avila shared a quick update about the Call to Artists opportunity that is now open for the 2022 Tacoma Studio Tour, and Lisa Jaret shared an overview about the Arts & Economic Prosperity Study.

## **10. Closing Comments**

### **Chair Cooks, TCAB Members**

Chair Cooks offered space for TCAB members to share back any experiences they had with Tacoma Creates-supported organizations or thoughts about future agenda items. Roxane Hreha shared her enthusiasm for the Symphony Tacoma and Northwest Sinfonietta, who both had in-

school events engaging youth.

Rico Lastrapes shared the Tacoma Creates events calendar, and Chair Cooks invited TCAB members to scroll through the calendar and identify some events to consider attending.

## 11. Adjourn

The meeting was adjourned at 7:14pm.

## Chair Cooks

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*Meeting Frequency: Every First Monday of every month at 5:30pm, venue to be determined based on health regulations. All meetings of the Tacoma Creates Advisory Board are open to the public.*

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