



## SUMMARY MINUTES

### Tacoma Creates Advisory Board (TCAB)

Date: Monday, January 6, 2025

Time: 5:30-7:30 pm

Location: Virtual and in-person

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 Arts & Cultural Vitality Division, which is part of the Community and Economic Development Department.

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#### Board Members in Attendance:

Dan Arias-Gomez  
Faith Brown  
Allison Campbell  
Megan Clark  
Sheree Cooks  
Rowen Higley  
Nicole Kendrick  
Katie Mattran  
Brian Robinson  
Wind Dell Woods  
Mandy Zylstra

#### Staff Present:

Clarissa Gines  
Lisa Jaret  
Rebecca Solverson

#### Board Members Absent:

Holly Smith

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#### 1. Call to Order; Roll Call

**Chair Mattran**

Chair Mattran called the TCAB meeting to order at 5:32pm. She started the meeting with a land acknowledgement:

ʔukʷədiitəb ʔuhigʷətəb čəʔ txʷəl tiit ʔa čəʔ ʔal tə swatxʷixʷtxʷəd ʔə tiit puyaləpabš dxʷəsʔəlils 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**

Chair Mattran invited TCAB members to share longer introductions, and to respond to the check-in prompt, “to share a favorite story they have read or heard lately, or a story that resonates with them.”

## **3. Consent Agenda**

### **Vice Chair Kendrick**

Vice Chair Kendrick asked for a motion to approve the January 6<sup>th</sup> meeting agenda, as well as the minutes from the December 2<sup>nd</sup> meeting.

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

Motion: Allison Campbell

Second: Megan Clark

Motion: Carried

## **4. Public Comment on Agenda Items**

### **Chair Mattran**

Chair Mattran provided an opportunity for attendees to share public comment. There was no public comment at this time.

## **5. Program Updates**

### **Staff**

Clarissa Gines acknowledged the meeting was the first one with the new 2025 leadership team, then shared updates on the 2025-26 funding guidelines and application.

Lisa Jaret then provided an update and next steps on the reauthorization process, which included meetings with Council Members and other upcoming presentations at various council meetings. She also shared an update on the community survey including current stats on survey response. TCAB members had some questions on the survey, which Lisa was able to address. She also shared a quick update on Fall Quarter reports.

## **6. TCAB Committees & Operations**

### **Chair Mattran & Staff**

TCAB member Allison Campbell reported out on behalf of the Reauthorization Committee, and shared information about the op-ed that will be submitted for publication in the Tacoma News Tribune. Chair Mattran then shared out panel and committee assignments for 2025, and related next steps.

## **7. Action Item**

### **Chair Mattan**

Chair Mattran called for a motion, “to approve the op-ed as it has been written, or with amendments if necessary, and co-signed by TCAB as a whole.”

Motion: Putter Bert

Second: Nicole Kendrick

There was robust discussion among TCAB members. An amendment to the motion was called to “approve the op-ed with edits offered, to be completed by the end of this week.”

Motion: Putter Bert

Second: Nicole Kendrick

Motion: Carried

## **8. Conflict of Interest & Ethics Policy**

**Chair Mattran**

Chair Mattran walked through sections of the City of Tacoma’s Code of Ethics policy, and the Conflict of Interest form, and asked TCAB members to review and sign the form.

## **9. ACV Staff Reports**

**Staff**

Division Manager Rebecca Solverson shared information on department leadership and staff updates, and City budget challenges. TCAB members shared some questions and feedback related to the City budget, which staff was able to address. Rebecca also shared information on the open Tacoma Artist Initiative Program (TAIP) funding application.

## **10. Comments from TCAB**

**TCAB Members**

Chair Mattran offered an opportunity for TCAB members to share any experiences they had with events put on by Tacoma Creates-supported organizations, and to share any upcoming events or future agenda items. TCAB members Allison Campbell, Putter Bert, Mandy Zylstra and Chair Mattran shared their experiences with Tacoma Creates-supported events.

## **11. Adjourn**

**Chair Mattran**

The meeting was adjourned at 7:10pm.

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*Meeting Frequency: Every First Monday of every month at 5:30pm, both virtually on Zoom and in-person at the Tacoma Municipal Building, room 248. All meetings of the Tacoma Creates Advisory Board are open to the public.*



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