



## SUMMARY MINUTES

### Tacoma Creates Advisory Board (TCAB)

Date: Monday, December 5, 2022

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 Office of Arts & Cultural Vitality, which is part of the Tacoma Venues and Events department.

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#### Board Members in Attendance:

Sophia Agtarap  
Putter Bert  
Allison Campbell  
Megan Clark  
Sheree Cooks  
Amanda Figueroa  
Katie Mattran  
Naomi O'Connor  
Roxane Hreha  
Brian Robinson  
Chase Williams

#### Staff Present:

Lisa Jaret  
Clarissa Gines  
Amy McBride

#### Guest Presenters:

Maribel Galvan  
Dulce Jimenez

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### 1. Call to Order; Roll Call

Vice Chair Bert

Chair Cooks called the TCAB meeting to order at 5:33pm.

She started the meeting with a land acknowledgement:

ʔuk'wədiitəb ʔuhigwətəb čət tx'əl tiit ʔa čət ʔal tə swatx'ix'wtx'əd ʔə tiit puyaləpabš dx'əsətəlils  
g'əl ʔutx'əlšucidəbs 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**

Vice Chair Bert invited folks to respond to the check-in prompt, which is, “what is something you are looking forward to in the new year?”

## **3. Consent Agenda**

### **Vice Chair Bert**

Vice Chair Bert informed members that there was an update to the agenda, asked for a motion to approve the updated December 5<sup>th</sup> agenda, as well as the minutes from the November 7<sup>th</sup> meeting.

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

Motion: Allison Campbell

Seconded: Sheree Cooks

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**

Lisa Jaret first shared an update on the 2021-22 Annual Report and announced that it was finally completed. It was shared with internal networks on Friday and will be shared with external networks soon. The report will also be translated in Spanish, and she reminded TCAB members that this is an opportunity for them to share out the Annual Report and use the talking points that were previously shared. TCAB members briefly shared their thoughts and feedback on the report.

Next, Lisa provided information on the 2023-24 funding cycle. The application guidelines will be mostly the same, with some key improvements around the Review Criteria language, the framing of access, and the overall process. She also shared that staff is working with Communities Rise in reviewing the guidelines. The timeline is on track for getting guidelines out by end of January, with deadlines in either late February or March, and panels happening between March and May. Lisa then shared that it is not too early to start considering being on a funding panel, and Vice Chair Bert highly recommended the opportunity to TCAB members.

Clarissa Gines then shared an update around roundtable discussions, and let folks know that staff had a debrief meeting with TCAB members Allison Campbell, Roxane Hreha, and Naomi O’Connor who attended these discussions.

## 6. TCAB Committees

### Chair Cooks

Chair Cooks and Brian Robinson shared some quick updates from the Annual Report Committee. Vice Chair Bert asked if the Annual Report could be called an Impact Report in the future, and TCAB members had a brief discussion around this suggestion.

Chair Cooks then shared that Tacoma Creates staff received questions about identifying BIPOC-led organizations in the list of funded organizations and mentioned that staff is looking to schedule a one-time meeting with interested TCAB members to discuss this topic. TCAB members Sophia Agtarap, Amanda Figueroa, Katie Mattran, and Chair Cooks expressed their interest in participating in this meeting.

## 7. Action Item

Chair Cooks gave an overview of what was previously shared regarding TCAB leadership, and then handed it off to Lisa Jaret to facilitate the election process. Chair Cooks, Vice Chair Bert, and TCAB member Brian Robinson accepted nominations for both Chair and Vice Chair, and TCAB member Allison Campbell accepted a nomination for Vice Chair. A discussion around continuing leadership and succession was had. Then, all nominees were given an opportunity to speak, and then Clarissa Gines walked through the voting process.

After TCAB members voted and saw the results, there was a motion, “to re-appoint Sheree [Cooks] as Chair, and re-appoint Putter [Bert] as Vice Chair for 2023.”

Motion: Megan Clark

Second: Amanda Figueroa

Motion: Carried

## 8. Presentation:

### Tacoma Creates Funded Organizations

### Mi Centro

Lisa Jaret introduced Maribel Galvan, Director of Arts & Culture and Dulce Jimenez, Arts & Culture Program Assistant at Mi Centro, before they presented about the work their organization provides, and how Tacoma Creates funding has supported this work.

Chair Cooks facilitated questions at the end of the presentations. Enthusiastic engagement and appreciation were shared from TCAB members.

## 9. OACV Staff Reports

### Staff

Clarissa Gines provided information on Arts at the Armory, a two-day artist market happening at the Tacoma Armory, featuring over 100 Tacoma artists, along with a volunteer opportunity for the weekend if TCAB members are interested in supporting.

## 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. Lisa Jaret, Vice Chair Bert, and TCAB members Naomi O' Connor, Allison Campbell, Brian Robinson, and Katie Mattran shared their experiences with various Tacoma Creates-supported events that they attended.

There was also a reminder that the next TCAB meeting in January is rescheduled for Thursday, January 12<sup>th</sup>.

Lisa Jaret also wanted to mention that there's been an uptick in Tacoma Creates-supported programming happening at Tacoma Public Library branches, and Chair Cooks encouraged TCAB members to read the Annual Report and share with their communities.

## 11. Adjourn

## Chair Cooks

The meeting was adjourned at 7:03pm.

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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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