



SUMMARY MINUTES

Tacoma Creates Advisory Board (TCAB)

Date: Monday, February 3, 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.

Board Members in Attendance:

Dan Arias-Gomez
Putter Bert
Faith Brown
Allison Campbell
Megan Clark
Sheree Cooks
Nicole Kendrick
Katie Mattran
Holly Smith
Mandy Zylstra

Staff Present:

Clarissa Gines
Lisa Jaret
Rebecca Solverson

Board Members Absent:

Rowen Higley
Wind Dell Woods

1. Call to Order; Roll Call

Chair Mattran

Chair Mattran called the TCAB meeting to order at 5:31pm. She started the meeting with a land acknowledgement:

ʔukʷədiitəb ʔuhigʷətəb čəł txʷəl tiit ʔa čəł ʔal tə swatxʷixʷtxʷəd ʔə tiit puyaləpabš dxʷəsłəłils
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 respond to the check-in prompt, “if you are someone who hopes for snow – what is your favorite thing to do, or if you don’t enjoy the snow, what do you do to avoid it?”

3. Consent Agenda

Vice Chair Kendrick

Vice Chair Kendrick asked for a motion to approve the February 3rd meeting agenda, as well as the minutes from the January 6th meeting.

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

Motion: Putter Bert

Second: Mandy Zylstra

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 announced that applications for the 2025-26 funding cycle have been released, and that staff is offering application workshops and other support for interested applicants. She also shared which TCAB members will be serving on funding panels, and their roles.

Lisa Jaret then provided an update and next steps on the reauthorization process which include a series of meetings with primary sponsors. There were also some updates on capacity building opportunities with Collaborative Partners Initiative (CPIN), the JEDI Cohort with Colemon & Associates, and School’s Out Washington (SOWA).

6. TCAB Committees & Operations

Chair Mattran & Staff

TCAB member Allison Campbell reported out on behalf of the Reauthorization Committee, and shared that the op-ed was published in the Tacoma News Tribune. TCAB members Faith Brown and Mandy Zylstra then shared updates from the ELO Committee meeting.

7. Discussion Item

Staff & TCAB members

Chair Mattran introduced the discussion topic for the meeting, and shared why she suggested going over organizational eligibility. Staff presented information on organizational eligibility for Tacoma Creates funding, and the process of the Eligibility Committee. There was robust conversation and questions from TCAB members on organizational eligibility and process.

8. ACV Staff Reports

Staff

Division Manager Rebecca Solverson shared that the Tacoma Artist Initiative Program (TAIP) closed, and provided some Division and City updates related to employee positions, City budget, and meetings regarding the City-owned theaters.

9. 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 Putter Bert, Faith Brown, Allison Campbell, Megan Clark, Dan Arias-Gomez, Nicole Kendrick, Mandy Zylstra, and Chair Mattran shared their experiences with Tacoma Creates-supported events.

10. Adjourn

Chair Mattran

The meeting was adjourned at 7:03pm.

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.



To request this information in an alternative format or to request a reasonable accommodation, please contact Tacoma Creates staff at tacomacreates@cityoftacoma.org. TTY or speech to speech users please dial (253) 581-5820 to connect with Washington Relay Services.
