



SUMMARY MINUTES

Tacoma Creates Advisory Board (TCAB)

Date: Monday, December 4, 2023

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 Community and Economic Development Department.

Board Members in Attendance:

Putter Bert
Allison Campbell
Megan Clark
Sheree Cooks
Amanda Figueroa
Roxane Hreha
Katie Mattran
Brian Robinson

Staff Present:

Lisa Jaret
Clarissa Gines

Guests:

Wind Dell Woods
Gabrielle Campagna
Katie Lappier
Debbie Lenk
Kelly Lynch

Board Members Absent:

Sophia Agtarap
Ava Sims

1. Call to Order; Roll Call

Chair Cooks

Chair Cooks called the TCAB meeting to order at 5:32pm.

She started the meeting with a land acknowledgement:

ʔuk'wədiitəb ʔuhigwətəb čət tx'əl tiit ʔa čət ʔal tə swatx'wix'wtx'əd ʔə tiit puyaləpabš dx'əsətəliis
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

Chair Cooks invited TCAB members and staff to introduce themselves, and answer the check-in prompt, “What is your favorite holiday memory?”

3. Public Comment on Agenda Items

Vice Chair Bert

Vice Chair Bert provided an opportunity for attendees to share public comment. There were no public comments made at this time.

4. Consent Agenda

Vice Chair Bert

Vice Chair Bert asked for a motion to approve the December 4th meeting agenda, as well as the minutes from the November 6th meeting.

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

Motion: Amanda Figueroa

Seconded: Roxane Hreha

Motion: Carried

5. Program Updates

Staff

Lisa Jaret shared an update on the release of the 2022-23 Tacoma Creates Annual Report, and encouraged TCAB members to share out the report with their networks.

Clarissa Gines then provided information on the work that staff is doing to prepare for the 2024-25 funding year, along with an update on the roundtable discussion debrief that staff had with TCAB members who attended the roundtables. She also shared a staff consideration for offering funding for emergency needs and/or emergent opportunities for the next funding year. TCAB member Amanda Figueroa responded, wanting to ensure that if the emergent funding comes to fruition, that TCAB gets a walkthrough that it is in alignment with what is stated in the Tacoma Municipal Code.

Lastly, Lisa Jaret shared that staff and Chair Cooks presented at the Economic Development Committee of the City Council on the Annual Report, and that two individuals were recommended to TCAB. TCAB member Amanda Figueroa shared thanks for the process to allow for vacant seats to be filled.

6. TCAB Committees & Operations

Chair Cooks

Chair Cooks facilitated updates from the various TCAB committees: Operations, Reauthorization, Annual Report, Roundtables, and Application Review.

She then shared updates on the 2024 TCAB meeting schedule, and walked through the 2024 committees and panel opportunities that TCAB members can engage in.

7. Action Items

Chair Cooks gave an overview of the TCAB Operations Manual, and prepared TCAB to vote to approve the recommended changes to the Operations Manual.

Chair Cooks called for a vote to “approve the recommended changes to the TCAB Operations Manual.”

Motion: Putter Bert

Second: Katie Mattran

Motion: Carried

Next, Chair Cooks announced that Vice Chair Brian Robinson would be transitioning into the Chair role for 2024, and TCAB member Katie Mattran accepted a nomination for Vice Chair. They both were able to share a few words on why they are interested in leadership positions.

There was a motion, “to approve the slate of Brian [Robinson] as Chair, and Katie [Mattran] as Vice Chair for 2024, and Chair for 2025.”

Motion: Amanda Figueroa

Second: Allison Campbell

Motion: Carried

8. Presentation: Tacoma Creates Funded Organizations Barefoot Collective & Museum of Glass

Lisa Jaret introduced Gabrielle Campagna, Katie Lappier, and Kelly Lynch, Co-Directors at Barefoot Collective, and Debbie Lenk, Executive Director at Museum of Glass, before they presented about the work their organizations provide, and how Tacoma Creates is supporting this work.

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

9. OACV Staff Reports Staff

Clarissa Gines shared the open opportunity for a part-time Artist in Residence (AiR), and a community input survey that was recently launched.

10. Comments from TCAB

TCAB members

Chair Cooks offered an opportunity for TCAB members to share any experiences they had with events put on by Tacoma Creates-supported organizations. TCAB members Putter Bert, Megan Clark, Amanda Figueroa, Roxane Hreha, and Katie Mattran shared highlights from attending a couple of Tacoma Creates-supported events, and shared excitement on some upcoming programming.

11. Closing Comments

Chair Cooks, TCAB Members

Chair Cooks provided space for folks to share any upcoming events or future agenda items before the meeting adjourned.

12. Adjourn

Chair Cooks

The meeting was adjourned at 7:23pm.

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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