



SUMMARY MINUTES

Tacoma Creates Advisory Board (TCAB)

Date: Monday, March 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
Faith Brown
Allison Campbell
Megan Clark
Nicole Kendrick
Katie Mattran
Holly Smith
Wind Dell Woods
Mandy Zylstra

Staff Present:

Clarissa Gines
Lisa Jaret
Rebecca Solverson

Board Members Absent:

Putter Bert
Sheree Cooks
Rowen Higley

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 dxʷəsłəłil
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, “What is your favorite watering hole or meeting place in Tacoma where you like to gather with friends?”

3. Consent Agenda

Vice Chair Kendrick

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

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

Motion: Allison Campbell

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 shared that staff is in the midst of the application cycle, and they’re starting to receive applications, some of which have been sent to the Eligibility Committee for review. Application workshops were offered in February, and staff will continue to offer application support in March. She also provided an update on the funding panel process.

Lisa Jaret then offered updates on the reauthorization process, including three potential funding pathways that the primary sponsors are interested in exploring further. There were many questions from TCAB around these pathways. Lisa also shared information on capacity building opportunities with Collaborative Partners Initiative (CPIN) and Colemon & Associates.

6. TCAB Committees & Operations

Chair Mattran & Staff

Chair Mattran and TCAB member Allison Campbell reported out on behalf of the Reauthorization Committee.

7. Action Item: Eligibility Committee

TCAB Members

Chair Mattran provided context on the Eligibility Committee process, and TCAB member Dan Arias-Gomez presented the determinations of the Eligibility Committee. There were 4 organizations forwarded to the committee for review. Korean American Association of Tacoma and Momentum Musician were deemed eligible, Feed Needs was deemed ineligible, and the Pacific Northwest Uganda American Association is pending further review.

Chair Mattran asked for a motion to “ratify the Eligibility Committee determinations.”

Motion: Holly Smith

Second: Nicole Kendrick

Motion: Carried

8. Discussion Item

Staff & TCAB members

Chair Mattran introduced the discussion topic for the meeting, shared why it is a topic of focus, and the relevance of equity and access to Tacoma Creates.

Staff presented information on how equity and access show up in the guidelines and application, and TCAB members engaged in the conversation.

9. ACV Staff Reports

Staff

Division Manager Rebecca Solverson shared a staffing update regarding the Community and Economic Development department, along with updates on Tacoma Artist Initiative Program funding, and upcoming events with Environmental Services Artist-in-Residence Teruko Nimura.

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 and Mandy Zylstra shared their experiences with Tacoma Creates-supported events, and Chair Mattran and TCAB members Dan Arias-Gomez and Nicole Kendrick shared some upcoming events that they are looking forward to.

11. Adjourn

Chair Mattran

The meeting was adjourned at 7:08pm.

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 tacomaccreates@cityoftacoma.org. TTY or speech to speech users please dial (253) 581-5820 to connect with Washington Relay Services.
