**Town of Parker, Colorado logoCultural and Scientific Commission**

**MINUTES**

**Tuesday, March 19, 2024**

**5:30pm - PACE Center**

1. Call to Order

* Bethany called the meeting to order at 5:34pm

1. Roll Call

* Commissioners: Terri Tillis, Michael Montoya, Tabitha LaRose-Burroughs, Tom O’Malley, Katie Milazzo, Diana Norton, Christine Kennedy
* Staff: Carrie Glassburn, Sara Crowe, Suzanne Velasquez
* Excused Absent: Annie Day, Phil Kramer, Allen Rosen
* Unexcused Absent: NA

1. Approval of Minutes from January 23, 2024

* Robert motioned to approve the minutes; Tom seconded the motion which carried unanimously.

1. Ice Breaker

• Bethany led an icebreaker where each person shared their favorite dessert

1. Committee Updates - 15 min
   * Parker Arts Lecture Series - Terri
     1. Next season is fully planned, upcoming titles and topics:
        + AI is changing Medicine, Día de los Muertos (to coincide with the PACE art exhibit), PFAS chemicals in drinking water, Douglas County Coroner: ‘A Coroner Does What?’, ‘Why is the Signal Always Red?’, Reuter-Hess reservoir excavation, ‘Creating Sustainable Change in your Community’
     2. Beginning in January the committee will start planning the next season
   * Art in Public Places - Carrie
     1. The committee has reviewed the draft of the Public Art Master Plan
     2. Upcoming projects: mural projects, lamppost banners, utility wraps, itty bitty art
   * History Committee - Bethany
     1. Crime and Wine restaging – May 10th commissioner volunteers needed for check-in table and group escorts
     2. In the process of researching crimes for the next event
   * Honey Festival Committee – Tom/Tabitha
     1. Planning ideas for new crafts
     2. Reconfiguring the layout for better flow and to better track attendance #s
     3. Vendors – 16 already committed
     4. Volunteers needed
   * Science Committee - Robert
     1. Working on a mission and what they can do as a committee and how to facilitate science through existing events and activities
     2. Demonstration garden and developing education opportunities in schools
     3. The committee has lesioned with Denver Metro Science and Education Fair and volunteered to serve as judges at their science fair
     4. A new citizen member has joined the committee
   * Strategic Planning Committee - Carrie
     1. The committee has not met yet because the current focus is on finalizing the Public Art Master Plan
     2. Committee members are researching examples of other cultural strategic plans
2. Housekeeping items – Suzanne
   * Commissioner Terms were reviewed – terms are listed on the commissioner contact list
     1. Terms are renewable without needing to reapply
   * Appoint a Secretary/Minutes
     1. Diana Norton motioned to self-nominate herself as the secretary, Bethany seconded the motion which carried unanimously
   * Responsibilities of Secretary, Chair, Vice Chair and Committee Chairs were all reviewed and the document which lists them was given
3. Director’s Report – Carrie Glassburn
   * Priorities and Overview of the Coming Year
     1. Implement the public art master plan
     2. Strategic Plan
   * Booking a strong upcoming season – competition with other theaters for securing acts is higher than ever before and pricing is higher than previous years
   * Rentals
     1. Bringing in Tier III SCFD organizations at an affordable rental rate
     2. Daytime rentals
   * Education – adding new programming
     1. Acting for film classes for youth and adults
     2. Circus arts summer camp
   * Strategic Plan
     1. New residents and changing demographics
     2. Gap analysis
     3. Trends and culture
     4. Talking to artists, groups and organizations
     5. Expanding or adding facilities
     6. Preparing an RFP (Request for Proposal) for a consultant to hire for the plan
   * Budget
     1. Reviewed the 2023 budget and compared with the 2024 budget
4. Staff Spotlight – Sara Crowe, Development Manager. Sara shared some highlights of her position with Parker Arts, upcoming events and ways to support:
   * Membership Program
     1. Meet & Mingle at Black Haus, April 21
     2. Season Announcement Party, June 24 and 25
   * Fundraisers
     1. Adult Prom; Neon Nights, June 1
     2. Flapjacks and Flannels, November 2
   * Donations - At the end of the year, we will do a Giving Campaign. I would love for you to share with friends and on social. Colorado Gives Day is December 10 this year
   * Sponsorship
   * The guide can be found on our website Become a Sponsor - Parker Arts

Vi. Future Meetings Discussion - Bethany

* + Some questions and ideas that were brought discussed:
    1. How should we structure our meetings? Speakers? Learning opportunities?
    2. How do we make sure that the commission is focusing on what is useful?
    3. How do we make the most effective use of our time here?
    4. Diana recommended the book ‘The Art of Gathering” by Pria Parker
    5. Synergy as a commission with priorities as a larger group beyond committees
    6. Thinking big picture and focusing on the upcoming growth and development of downtown Parker. Urban planning and what can we do to advocate for arts and culture?
    7. How best to support Parker Arts?
    8. Offsite events

1. Adjournment

• Diana motioned to end the meeting at 7:10pm; Michael seconded the motion which carried unanimously

Next Meetings:

May 21, 5:30 pm to 7:00 pm – Location TBD

July 16, 5:30 pm to 7:00 pm – Location TBD

September 9, Town Council Meeting – Town Hall, Council Chambers

September 17, 5:30 pm to 7:00 pm – Location TBD

November 19, 5:30 pm to 7:00 pm – Location TBD