

**RICHMOND ARTS AND CULTURE COMMISSION (RACC)
PUBLIC ART ADVISORY COMMITTEE (PAAC)
In-Person Meeting
1322 Canal Blvd. Port of Richmond, Administration Building
Richmond, California
Special Meeting Minutes – Planning Retreat
August 3, 2024
9:00 a.m. - 4:00 p.m.**

Present: Chairperson Lynson Beaulieu, and Commissioners Ted Bell, Virginia Jourdan, Phillip Mehas, Yeymi Perez, Carole Porter, Sandra Richmond, Tobin Richmond and Arleide Santos

Absent: None

Staff Present: Arts & Culture Manager Winifred Day; Administrative Analyst, City Manager’s Office Shané Johnson; and Administrative Assistant, Arts & Culture Division Jordon Nesbitt

I. WELCOME / CALL TO ORDER / ROLL CALL

The RACC/PAAC Special Planning Retreat was called to order by Chairperson Beaulieu at 9:10 a.m.

II. ACTION ITEMS

a. APPROVE August 3, 2024 RACC/PAAC Special Meeting Agenda

Motion by Commissioner Santos, seconded by Commissioner Bell to approve the August 3, 2024 RACC/PAAC Special Meeting Agenda, as shown, carried unanimously by a show of hands.

b. APPROVE July 11, 2024 RACC Meeting Minutes

Motion by Commissioner Tobin Richmond, seconded by Commissioner Sandra Richmond to approve the July 11, 2024 RACC Meeting Minutes, as shown, carried by a show of hands.

III. PUBLIC COMMENTS

Kiara Kempfski, introduced herself as a future RACC Commissioner who looked forward to working with the RACC.

Chairperson Beaulieu reported the appointment of a new RACC Commissioner would be made by the City Council at its regular meeting scheduled for September 10, 2024.

Cordell Hindler, Richmond, reiterated the Mayor’s Office had tentatively scheduled appointments to the RACC at its next meeting and he would speak with the Youth Council at a future meeting to help fill vacancies.

Mr. Hindler also reported that the Contra Costa County Mayors' Conference would be held on October 3, 2024 at 6:30 p.m. in the City of Richmond, location yet to be determined, at a cost of \$70 per person; and the City of Richmond Chamber of Commerce Gala had been scheduled for October 4, 2024 at 5:30 p.m., \$100 per person.

IV. INTRODUCTION to the Day

a. Welcome, Housekeeping, Expected Outcomes/Goals for the Day

Arts & Culture Manager Winifred Day provided an overview of the discussion for the August 3, 2024 Special Meeting Planning Retreat with the goal to ensure everyone was on the same page in terms of the goals of the City and the RACC. At this time, members of the RACC were asked to introduce themselves and describe what they hoped to achieve for the day.

Commissioner Sandra Richmond hoped to create some focus points for the RACC as a group to ensure it moved smoothly towards beautifying the City of Richmond.

Commissioner Tobin Richmond wanted to promote art within the City, with a focus on becoming a more cohesive unit to affect that goal.

Commissioner Perez, a community organizer who worked around public safety wanted to see art worked into public safety and beautify the community, and wanted to see how she could play a better role and help the RACC work together and become stronger for the community.

Commissioner Santos wanted to empower different communities and residents to have their voices heard.

Commissioner Mehas noted he had 40-years of experience as an art consultant for corporations around the Bay Area, and he wanted to facilitate the City's processes and ensure those processes were followed and there was transparency on the RACC.

Commissioner Bell wanted to reach and teach; reach youth in the City of Richmond and also create art for the City of Richmond.

Commissioner Porter wanted to learn about the City of Richmond to better support the City and consider goals everyone could align with and support together to make meaningful artistic changes and opportunities in the City of Richmond.

Commissioner Jourdan, an exhibiting artist, art educator and member of the Steering Committee for the Art of the African Diaspora, stated she had joined the RACC to see what it was about and how she could be of service.

Retreat Facilitator Evelyn Thorne hoped to provide assistance to inform the RACC to be able to achieve its goals.

Chairperson Beaulieu, an artist and collector of art, stated she had become a member of the RACC to be involved in art in the community. She detailed her work as the Chair working closely with staff and Commissioners and looked forward to working with the RACC on future projects over the next two years of her tenure as Chair in order to provide great art for the City of Richmond.

Ms. Day reported she had been the Arts & Culture Manager for the past four years and during that time had been able to continue the legacy of creating wonderful art and public art in the City of Richmond.

Administrative Assistant, Arts & Culture Division Jordon Nesbitt, a new member of staff, explained that he was passionate about the arts, cultures being represented and was happy to be present and of service.

Administrative Analyst/City Manager's Office Shané Johnson, detailed her duties as staff and stated she helped Ms. Day wherever she could, mostly related to the budget and contracts.

b. Short Art Drawing Mindset Exercise (Bubble Map)

Ms. Day presented a Bubble Map and described a short art drawing exercise intended to help the RACC focus. Commissioners were asked to use a mirror, look at themselves closely and self-draw their faces, and take a minute to fill in the bubbles and identify why arts mattered, with each piece to be shared at the end of the day.

V. RETREAT AGENDA PART 1

a. Review Arts and Culture Division Accomplishments

Ms. Day provided an overview of the Final Draft of the Arts & Culture Division Accomplishments and highlighted each project. She included the dollar amounts for NPA Mini Grants and described those grants, as follows:

1. Shields Reid Park Renovation – Five art projects
2. Parchester Village Mural – Eighty-eight panels on Giant Road
3. Kennedy Park – Large Art Sculpture Request for Proposal (RFP)
4. IMTT – Sculpture RFP
5. Chef's Warehouse – Allen Brothers Mural and Mosaic Tile
6. CAL Trans John Wehrle Mural Restoration – Rebeca Gonzalez Sole Source
7. AAU Scholarship – Four-year award
8. Poet Laureate – Stephen Sharpe – two-year term
9. Art Inventory
10. NPA Mini Grants (2023-24): Maria Tuttle – Richmond Museum WWII Art Curriculum Arts of Pt. Richmond – Washington School; Sally Hindman – Little House Murals Richmond Main Street – Spirit and Soul Festival; Stephen Bruce – S.T.E.A.M.; NIAD – Book and Exhibition; Tomye Neal Madison – Art of African Diaspora Mentorship; Mark Anthony – PALS Empowering Youth Through Music; Peggy Mocine – Art and Literacy – Mobile Library; Deonta Allen – Richmond Murals.
11. NPA Mini Grants (2024-25): Jennifer Riggs – Community Based Mobile Mural Workshops; Regina Gilligan – Mural in Neighborhood Park; Wesley Andrews – Co-Biz Art Exhibit; Jaques Overhoff – Art Sculpture Signage Hilltop Auto Mall Road; Cindy Serrano – Marketing Branding Using Arts and Crafts for Youth; Stephen Sharpe – Youth Poetry Publication; Mark Anthony – Musical Instrument Classes; Richmond Art Center – Printmaking Life Skills Series Classes and Javier Rocabado – Mosaic Tile in Neighborhood Park.

Commissioner Sandra Richmond expressed the willingness to serve as a RACC Liaison to any NPA Mini Grant project, as needed.

Commissioner Mehas found the list of projects to be impressive and to expand the work of the RACC but asked how the projects would be distributed.

Ms. Day advised all information would be posted on the City website and in the RACC Newsletter.

b. FY 24-25 Budget – Source and Use of Funds

Commissioner Porter suggested it would be important for the RACC to understand what was expected as a RACC Liaison, and Ms. Day advised that would be discussed later on the agenda.

Commissioner Porter also commented the RACC had discussed a potential Mentorship Program and she wanted to discuss that as part of the discussion of the NPA Mini Grants and the budget.

Chairperson Beaulieu clarified the discussion on a possible Mentorship Program would be postponed to the regular RACC meeting in September given that the RACC needed to discuss potential funding, there was only one current grantee who would fit the program and the RACC had to decide whether to consider a pilot program and how to actualize the program.

Commissioner Bell provided an overview of his recommendation for a Mentorship Program for the benefit of those present for an existing NPA Mini Grant recipient to mentor others and to educate those individuals on the process and possibly provide an incentive to the mentor (a dollar amount or money added to their NPA Mini Grant award) to participate in such a program.

Commissioner Santos commented that a pilot Mentorship Program had been supported by the full RACC and this project had been discussed during numerous meetings and funds just needed to be approved for the program to be realized. She wanted to discuss a system as to how to request funds from the RACC. A proposal had been created and she hoped this year a program could be implemented to allow members of the community to know the City had a system in place that was open to anyone who wanted to apply.

Chairperson Beaulieu reiterated a discussion of the Mentorship Program had been postponed to the regular RACC meeting in September.

Commissioner Jourdan commented in speaking to an artist who had received one of the NPA Mini Grants, she understood the artist could only pay themselves 20 percent of the grant awarded. Given that labor intensity was different for each artist, she wanted to see that percentage be increased, with the artist to be paid based on the intensity put into the project.

Administrative Analyst Johnson clarified that would have to be discussed by the RACC, with any change to the NPA Mini Grant application to be approved by the RACC. The percentage amount was not something that had been imposed by the City and she was uncertain when it had been written into the application.

Facilitator Thorne suggested that could be a potential future topic, to look at the intake process and allocation to the artist.

At this time, Ms. Johnson provided an overview of the Fiscal Year (FY) 2024-25 Comprehensive Budget by Fund, as approved by the City Council and as posted on the City website Finance Department webpage, with a link to the budget. The Public Art Fund estimated beginning balance as of July 1, 2024 was \$2.6 million for the One Percent Fund. Expenditures projected to be spent for the current FY 2024-25 budget for salaries and wages and professional services were all highlighted. The One Percent Funds were allocated by the PAAC/RACC.

Commissioner Mehas asked how a Mentorship Program could be funded, and Ms. Johnson detailed the General Fund and One Percent for Public Art Fund. She explained how funds could be shifted within each fund to different line items.

Whether or not a Mentorship Program could be funded, Ms. Johnson stated she would have to research the City's Public Art Ordinance, but if the program was related to public art, public art dollars could be used, although that needed to be verified. Once the budget was approved, funds could be moved around to different "objects" and between different line items, although if approved for a specific project that would be different and would have to be clarified.

In response to Commissioner Porter, Ms. Johnson explained how funds could be used in the salary line item but must stay within the \$37,000 amount shown in the budget.

Chairperson Beaulieu referenced Page 3 of Ordinance 08-21N.S, which included the definitions in the ordinance, with public art defined as *Any artwork installed on placement or integrated into or about publicly accessible places*. The RACC supported a Mentorship Program and building capacity within the community, but public art, as defined, had not included mentorship, which required further discussion.

Ms. Johnson commented if there was a program that supported public art and if the mentorship was aimed at supporting public art, there may be a connection where the RACC could use the funds, but again that must be clarified.

Ms. Day acknowledged the idea of a Mentorship Program was fully supported by the RACC but the source and use of funds was the challenge. The Finance Department had informed her the funds must go specifically to art and not to professional services for art. While that language was not currently in the ordinance, the ordinance could be amended in the future.

Commissioner Porter suggested there was a difference in the interpretation of the language in the ordinance. She noted the RACC supported art, wanted to reach and teach and the RACC needed a mechanism for a Mentorship Program that could be a legacy program for the future, which could possibly take the burden off of staff to train artists applying for NPA Mini Grants. She suggested staff speak with the right person in the Finance Department who understood what the RACC was trying to do.

Ms. Day explained the information received was directly from the Finance Director. She had provided all information the RACC had provided thus far on a potential Mentorship Program and she reported that had been the response from staff.

Chairperson Beaulieu suggested there could be other funds the RACC could access to pay for a Mentorship Program and the RACC needed to think about that to make it happen.

Commissioner Porter agreed with the need to consider all options and funding sources given the importance of a Mentorship Program and the need to have that as a goal and make it happen.

Chairperson Beaulieu reiterated that other funding sources still had to be considered.

Ms. Thorne recommended the topic be pinned for a future agenda for discussion for a funding program and that the program be identified as a goal and need for this year.

Ms. Johnson continued the presentation on the budget and further highlighted other items related to and supporting public art, which could use public art funds and supplemental information on the NPA Mini Grant Program and funds for cultural events.

Commissioner Porter asked for examples of the line item for Artists Workshops/Resources and Ms. Johnson advised that line item was for capacity building.

Chairperson Beaulieu recalled that was intended to try to bring in individuals to work with local artists to build their businesses. She again clarified with Ms. Johnson the One Percent Funds and the line item for Artists Workshops/Resources.

Ms. Johnson verified that the One Percent Funds could be used when the items were tied to public arts.

Chairperson Beaulieu suggested a Mentorship Program could fall nicely into that item.

Commissioner Porter again suggested it would be helpful to have examples of the activities that supported the continuation, uplifting and education of art, and the Chair noted there still had to be buy-in from the Finance Department.

Ms. Thorne suggested a separate topic on how to get a Mentorship Program approved since a fund had been identified, although there still needed to be a discussion of how to get the program approved for funding.

Commissioner Porter asked whether there were any reserve funds or a reserve study available, to which Ms. Johnson advised there was no reserve but again there was \$2.6 million in the Public Art Fund, the RACC did not have \$2.6 million in expenditures and that essentially was the reserve. If not used, the funds would roll over to the next fiscal year. If there was anything the RACC wanted to do when requesting the use of funds, the RACC needed to be very clear with the Finance Department.

Commissioner Santos understood there was room to move around funds and the RACC needed to do more homework with respect to a Mentorship Program.

Ms. Thorne commented that given the time, the purpose of the budget was to provide an overview of where they were and not figure out next steps since there would be more time to further discuss the budget.

Chairperson Beaulieu commented there were a number of new Commissioners and this was the first time for an in-depth review of the budget.

Commissioner Mehas found it refreshing to have Ms. Johnson attend RACC meetings given that she always provided new insight and offered ways on how things could get done.

Ms. Johnson also provided an overview of the General Fund for the Public Art Division.

Commissioner Santos asked whether RACC Commissioners could use funds to attend conferences or whether the funds were only for City of Richmond staff, and Ms. Johnson clarified the funds could be used for RACC Commissioners to attend conferences but funds to do so had not been shown as allocated.

Ms. Day acknowledged there had been some missed opportunities to attend conferences in the past given limited notice to schedule attendance at a conference.

When asked whether the distribution of funds would be discussed at a future meeting, Chairperson Beaulieu explained discussions related to the budget essentially happened year-round.

Ms. Johnson understood that when the 2023-24 budget had been developed there had been a session with the RACC on that topic itself, and in preparation for the next year the RACC could make a decision on how to spend its funds. If the RACC wanted to consider shifting funds, that could be agendaized for a future meeting.

Chairperson Beaulieu noted there had been discussions in the past about what items Commissioners wanted budgeted and input had been provided. The RACC had developed its own ideas through an ongoing back and forth process.

Commissioner Santos asked whether any funds had been carried over from the prior fiscal year, and was informed by Ms. Johnson the RACC had a fund balance of \$2.6 million as of the start of FY 2024-25, which included funds not spent in FY 2023-24.

Commissioner Sandra Richmond referenced the amount of \$2,800 shown as a line item in the General Fund for Total Other Operating Expenses and asked whether there was an opportunity to tap into those monies.

Ms. Johnson commented the funds in the line item referenced included funds for office supplies, miscellaneous food and the like. She commented that a number of City departments had swag and different things and the RACC could figure out a way to use the funds.

Commissioner Porter suggested they could use the funds to purchase t-shirts, as an example, that could be used to promote the RACC.

Commissioner Mehas provided an example of a t-shirt that had been provided to the RACC in the past to wear to events and which offered an inexpensive option to promote the RACC in the community.

Ms. Day provided another example of a marketing project, the renovation project for the Civic Center, where a calendar had been created with each one of the artworks shown for each month of the calendar. The calendar was a give-away and could be considered in the future as a potential fundraiser.

Commissioner Porter wanted to see some of the artwork displayed on a tote bag or a t-shirt.

Ms. Johnson suggested they could create an Ad Hoc Subcommittee to consider promotions.

c. Review Public Art Master Plan – Prioritize Recommendations

At this time, the RACC held a brief recess to review the eleven Public Art Master Plan recommendations, as included in the agenda packet, and allow Commissioners to sign their names on those priorities that reflected what each Commissioner determined should be the focus for this year and the year after, and also sign-up for the various Ad Hoc Subcommittees with an available sign-up sheet.

Ms. Thorne highlighted the top four recommendations of the Public Art Master Plan, based on the RACC input of priorities, as follows:

- Recommendation #7, Strengthen the Arts and Culture Division and Richmond Arts and Culture Commission.
- Recommendation #5, Increase grants to arts and culture programs.
- Recommendation #1, Employ the arts to illuminate Richmond's many cultures and histories.
- Recommendation #6, Support artists of all ages and backgrounds.

In terms of Recommendation #5, Ms. Johnson emphasized the City wanted to give money to artists but she acknowledged the City processes had been a challenge.

Commissioner Porter referenced Recommendations #1, #5 and #7, which she saw as a trend. As to Recommendation #5, she commented if there were companies outside of the One Percent that wanted to support communities in Richmond, those companies could provide an art donation. She suggested there were opportunities for businesses such as Kaiser Permanente and others that may want to provide funds for artists in an art fund.

Chairperson Beaulieu suggested the need for a fundraising Ad Hoc Subcommittee to work on that and provide an understanding how that could be done and how outside funding would be received.

Commissioner Porter suggested some of that work could be done through social media.

Commissioner Santos commented that with specific language on that topic she could do something on social media.

Ms. Johnson reported the City's Economic Development Commission used Taste of Richmond that fundraised and used Richmond Main Street as a fiscal sponsor and which had an agreement with the City. The money from the fundraising activities were all handled through Richmond Main Street as the fiscal sponsor in support of the Taste of Richmond event.

Commissioner Porter clarified she was not thinking about that type of fundraising but wanted to consider the creation of a marketing plan that appealed to businesses, to inspire them to become more involved in Richmond arts due to the positive outcomes that could address some of the problems in the community through the help of the business community within the City of Richmond.

Ms. Thorne suggested that could be a good transition when considering RACC Commission goals where the RACC could think about how it would align as a team and within the RACC. She recommended moving on to Item e, Commission and Commissioners Goals FY 24-25, FY 25-26 at this time.

Chairperson Beaulieu agreed and suggested Item d, Memorial Project Concept Discussion be continued to the regular RACC meeting in September.

- d. Memorial Project Concept Discussion

Ms. Day reported the proposed Memorial Project Concept had been forwarded to legal for a legal opinion. Legal had been doing research on what a number of surrounding cities had done, including the City of San Francisco, with an effort to match existing standards. In response to Commissioner Mehas, she confirmed legal was researching different memorial policies including the existing Richmond Park and Recreation Division Memorial Policy.

e. Commission and Commissioner Goals FY 24-25, FY 25-26

Chairperson Beaulieu asked RACC Commissioners to consider two to three ways they wanted to be active this year. She reported that a project sign-up sheet had been provided for different ad hoc committees and would include a sign-up for swag or marketing promotions, as just discussed.

Commissioner Sandra Richmond commented her primary goal was to codify much of the process for change and/or update. She was surprised that for so many successes there had been no road map. She wanted to attribute it to luck and good partners but also wanted it codified, wanted to dig in outside of the meetings, commit to reality-based initiatives, complete a cultural events road map and then impart that knowledge into any other area that needed to be mapped out to ensure involving the community and the RACC from a position of knowledge. She wanted those ideas to be manifested.

Commissioner Tobin Richmond, a Richmond resident since 1966, commented his thought process had taken on many shifts. He wanted to connect with and show the beauty of Richmond, have the ability to beautify the City, and his goal being on the RACC was to make that a reality. Specifically, he noted the IMTT project and Kennedy Sculpture projects connected with him. As someone who had maritime administration and federal government experience, he could bring some of that experience to the RACC and bring some procedures and standards and codify different processes that could be duplicatable in the future.

Commissioner Perez commented her goal was to familiarize herself with the RACC and its history and goals. She wanted to inform the community of the RACC's work and get the community more involved with more input. She was attracted to social media, newsletters and tabling having attended many community events where she had not seen the presence of the RACC. She wanted a better presence in the community and was willing to sign up for the swag subcommittee, and willing to help where possible to educate the community about the RACC's work.

Chairperson Beaulieu suggested one of the things that could be considered could be the creation of a calendar, although the RACC did not always know about events far enough in advance to offer a better presence at community events, which a newsletter could help do.

Commissioner Santos asked the RACC to consider goals as marked goals that could be tracked and measured as achievable. She wanted to know whether the RACC could schedule another meeting just to track existing goals prior to the end of the year, not just for RACC Commissioners personal goals but goals for the RACC itself. In terms of her personal goal, she wanted to keep track on social media and wanted the ability to implement her marketing and community skills, so the community would know what events existed and how the RACC was accessible.

Commissioner Santos also wanted to keep doing the work she was currently doing on social media and in an accessible language along with continuing to be present on the RACC. She had presented a proposal in 2023 to have someone prepare newsletters and someone link on social media, which proposal could be presented to the full RACC. She wanted the RACC to think of ways to have a person support the ideas and implement them, and suggested marketing or communications.

Chairperson Beaulieu recommended a combination of the social media and newsletter functions, with the creation of one team, a marketing and communications committee.

Ms. Day clarified with Commissioner Santos the definition of Specific, Measurable, Achievable, Relevant and Time-Bound (SMART) Goals.

Commissioner Mehas wanted to promote the arts objectives in the City. He had recently redirected his energies to finding ways to ensure the City's internal processes were improved in an effort to get things done and encouraged more transparency and openness in the City's processes.

Commissioner Bell supported a Mentorship Program as one of his goals, which trickled down to business partnerships, relationships, and making the RACC transparent, welcoming and accessible. He also supported youth and youth activities citing his relationship with artist Mark Anthony James and his work. In terms of RACC goals, he sought a measurable grade system, a rating system to show what had been done right or wrong and a system on how to achieve the goals and how to improve. He found there was a lot of talent on the RACC and he wanted to see Commissioners grow and bloom to show their creativity and ideas and possibly adjust the mind set and allow the new millennia (Generation Z) to shine.

Commissioner Porter liked road mapping, which was a great opportunity for the RACC to document some goals around process and transparency. As the RACC grew, there would be a better understanding and Commissioners could ask more questions and get more information to be more supportive. She suggested road mapping aligned with setting goals and having something that could be measured against at the end of the year. She also wanted to see a RACC banner, which could be used to educate the public about the RACC and what it stood for. She emphasized the RACC needed to promote itself, build a successor generation of people who wanted to join the RACC and participate and encourage youth to participate, even as interns. Marketing was also important and could build momentum with the businesses in the area to participate and support the RACC's work.

Kiara Kempski commented on her business and marketing background and wanted to use her talent for speed of execution given that civic work took time and was a process. She suggested there were ways to expedite the process and move things along and she wanted to use her time and talent to help with that and increase joy and fun for the community through art.

Commissioner Jourdan expressed a desire to create a document to track the RACC's goals. She had taken notes of some of the goals discussed and could provide a draft at the next meeting. She sought a bridge between the artist in the community and the RACC. As a member of the Art of the African Diaspora Committee, each year the committee hosted 150 artists at the Richmond Art Center for an annual exhibition involving emerging and professional artists. She suggested the RACC could be informational to assist with community projects. She also wanted to continue working with staff on the Kennedy Sculpture Project and help with artists' repairs, such as repair to the murals that had been painted on the ground in the park.

Chairperson Beaulieu wanted to be able to continue to manage the meeting processes for the RACC so it could continue to move its work forward; become more familiar with Rosenberg's Rules of Order; work on review panels and encourage others to work on review panels and support RACC Commissioners and the RACC in any way possible.

Ms. Day understood this was a team effort and commented she was oftentimes overwhelmed due to staff limitations. As a goal, she was interested in establishing norms for the RACC meetings to ensure they were on track and stayed on message.

Commissioner Porter suggested if a problem was identified, it should be followed by a proposed solution so it could be taken up as an agenda item and allow the RACC to have something to work from in a positive way and have the ability to share information to allow everyone to talk about it. While RACC Commissioners may not always agree as a group, it did not need to be disagreeable.

Mr. Nesbitt identified his goals as increasing productivity, supporting everyone in their ideas and activities for the RACC, getting everyone involved and amplifying the noise and voice to the public.

Ms. Day reported that Mr. Nesbitt had designed the preliminary draft of the RACC Newsletter, and the RACC packet had included some recommendations the RACC was asked to provide on how to improve the newsletter.

Commissioner Porter suggested some artists should be included in the newsletter process to create something that was catchy, grabbed interest, popped and could be interactive.

Commissioner Santos suggested the RACC should agree on the newsletter before being posted to make sure there was nothing to add.

Ms. Johnson suggested subcommittees were powerful groups to have and making sure those meetings took place with reports back to the full RACC was important. If those meetings started to happen the RACC could get a lot accomplished.

Chairperson Beaulieu commented that the Chair was ex-officio to every subcommittee and she asked that she be included in any email chain so she could see what was going on as the RACC worked on various subcommittees, to ensure they were on track and whether any feedback was needed. She also clarified the rules for email communication.

Ms. Day and Ms. Johnson also clarified the rules for ad hoc subcommittee meetings (which could not be more than a quorum) and email communications and emphasized the need to Carbon Copy (cc) staff (Chairperson Beaulieu and Ms. Day) and Blind Carbon Copy (bcc) everyone else when sending out any email communications.

Ms. Thorne reported it was close to the lunch break. During the afternoon session, the RACC would discuss how to communicate together and complete the remainder of the meeting agenda. Based on the comments, it was clear there was passion, dreams and a desire to connect the goals of the RACC to the community and represent the work the RACC was doing and ensure the RACC was more accessible. There was also a connected theme around codified processes, creating road maps, which was a clear subcommittee that Commissioners may be interested in participating and would be discussed more during the team building exercises. Also, there were impacts around what RACC Commissioners did in various ways and keeping the procedural and the impacts in mind. In addition, there was a theme around marketing, connecting to businesses and how to get the word out on what the RACC was doing, civic engagement with youth and representing artists voices and keeping track of some of the potential subcommittee topics or ideas that come from the RACC to move forward. There was also a need to discuss how to grow the RACC and support each other, how the Chair as the leader supported the RACC and how to continue to grow assets or voices in the space, which would be discussed during the second half of the retreat.

Chairperson Beaulieu added she also wanted to define in more detail the term “transparent” and how people were not seeing transparency now and what could be done to be more transparent.

Ms. Day thanked everyone for their contributions to the discussion. The RACC recessed into a lunch break at 12:10 p.m. The RACC Special Meeting Planning Retreat reconvened at 1:00 p.m. with all RACC Commissioners present.

- f. Review NPA Mini Grant Liaison Responsibilities

The item was not discussed prior to the lunch break.

VI. LUNCH Eat and Enjoy the Port View

VII. RETREAT AGENDA PART II (Facilitator Evelyn Thorne)

- a. Team Building Activity
 - 1. Grounding in Our “Why” – 60 minutes
 - 2. Asset-Based Team Building – 60 minutes
- b. Collaborate on Communications Goals – 30 minutes

VIII. DEBRIEF

- a. Complete the Bubble Map
- b. Share Highlights of the Day
- c. Complete Mindset Drawing

IX. PUBLIC COMMENTS

There were no comments from the public.

Ms. Day reported that Vice-Chair Van Cura had resigned from the RACC effective immediately since she found it was not a good fit for her. As a result, the selection of Vice-Chair would be agendaized for the September RACC meeting.

Chairperson Beaulieu encouraged Commissioners to read the RACC handbook and City ordinances to educate themselves on the basic knowledge of decision making.

At this time each Commissioner shared a word they were taking away from the retreat on why arts mattered.

The RACC thanked Ms. Thorne for facilitating the retreat.

X. ADJOURNMENT Until September 12, 2024

On motion by Commissioner Bell, seconded by Commissioner Porter, and carried unanimously, the Special Meeting Planning Retreat adjourned at 4:15 p.m. to the September 12, 2024 regular meeting at 7:00 p.m.