



## SUMMARY MINUTES

### Tacoma Creates Advisory Board (TCAB)

Date: Monday, November 6, 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.

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#### Board Members in Attendance:

Allison Campbell  
Megan Clark  
Amanda Figueroa  
Roxane Hreha  
Brian Robinson  
Ava Sims

#### Board Members Absent:

Sophia Agtarap  
Putter Bert  
Sheree Cooks  
Katie Mattran

#### Staff Present:

Lisa Jaret  
Clarissa Gines  
Naomi Strom-Avila

#### Guests:

Kayla Littleton  
Jon Douglas Rake  
John Nguyen  
Anita Saito  
Elysa Saito

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### 1. Call to Order; Roll Call

Vice Chair Robinson

Vice Chair Robinson called the TCAB meeting to order at 5:34pm.

He started the meeting with a land acknowledgement:

ʔukʷədiitəb ʔuhigʷətəb čəł txʷəl tiit ʔa čəł ʔal tə swatxʷixʷtxʷəd ʔə tiit puyaləpabš dxʷəsłəłlils  
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**

Vice Chair Robinson invited TCAB members and staff to answer the check-in prompt, “On your life’s soundtrack, what would be the most surprising tune?”

**3. Public Comment on Agenda Items**

**Vice Chair Robinson**

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

**4. Program Updates**

**Staff**

Clarissa Gines shared a debrief of the three Roundtable Discussions that staff held in October, as well as an update on work that is starting to happen with the 2024-25 funding cycle including updating funding application and guidelines and providing additional application assistance.

Lisa Jaret then shared updates around sales tax projections, and both past and upcoming presentations to City Council.

**5. Consent Agenda**

**Vice Chair Robinson**

Vice Chair Robinson asked for a motion to approve the November 6<sup>th</sup> meeting agenda, as well as the minutes from the October 2<sup>nd</sup> 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

**6. TCAB Committees & Operations**

**Vice Chair Robinson**

Vice Chair Robinson facilitated updates from the various TCAB committees. TCAB member Amanda Figueroa on behalf of the Operations Committee shared some proposed changes that their committee would like to make to the TCAB Operations Manual.

TCAB member Allison Campbell shared brief updates from the Reauthorization Committee, and Lisa Jaret was able to provide some additional information. TCAB member Allison Campbell also shared updates from the Annual Report Committee.

Vice Chair Robinson and TCAB members Megan Clark, Roxane Hreha, Allison Campbell, and Amanda Figueroa shared key takeaways and learnings from the Roundtable Discussions they attended.

Vice Chair Robinson then reminded everyone about the TCAB leadership process for 2024, and that nominations are now being accepted for Vice Chair. TCAB member Ava Sims asked if any Youth member in the past has filled a Vice Chair position. He also shared some quick updates regarding the Division Manager recruitment process, and upcoming funding application review. Lisa Jaret shared more details around the opportunity for TCAB members to test the current application form. Lastly, updates were shared around the January meeting being scheduled, and upcoming committee opportunities for TCAB to engagement in 2024.

**7. Presentation: Arts & Economic Prosperity 6 (AEP6) Report**

Naomi Strom-Avila, Lisa Jaret, and TCAB member Amanda Figueroa presented the survey findings from the Arts & Economic Prosperity 6 (AEP6) study. Lots of excitement was shared around the data that was presented.

**8. Presentation: Tacoma Creates Funded Organizations      Fablab Education & Tacoma Musical Playhouse**

Lisa Jaret introduced Elysa Saito, staff at Fablab Education, and Jon Douglas Rake, Managing Artistic Director and Kayla Littleton, Education Director of Tacoma Musical Playhouse, before they presented about the work their organizations provide, and how Tacoma Creates is supporting this work.

Vice Chair Robinson facilitated questions and comments at the end of the presentations. Appreciation was shared from TCAB members.

**9. OACV Staff Reports      Staff**

Naomi Strom-Avila shared information on Arts at the Armory, happening November 11 & 12, 11am-5pm at the Tacoma Armory.

**10. Comments from TCAB      TCAB members**

Vice Chair Robinson offered an opportunity for TCAB members to share any experiences they had with events put on by Tacoma Creates-supported organizations. TCAB members Amanda Figueroa, Roxane Hreha, and Vice Chair Robinson shared highlights from attending a couple of Tacoma Creates-supported events.

**11. Closing Comments      Vice Chair Robinson, TCAB Members**

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

**12. Adjourn      Vice Chair Robinson**

The meeting was adjourned at 7:32pm.

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*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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