



## SUMMARY MINUTES

### Tacoma Creates Advisory Board (TCAB)

Date: Monday, December 6, 2021

Time: 5:30-7:30 pm

Location: Virtually via Zoom

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 Tacoma Venues and Events department.

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#### Board Members in Attendance:

Putter Bert  
Allison Campbell  
Megan Clark  
Sheree Cooks  
Amanda Figueroa  
Maeve Glackin-Coley  
Roxane Hreha  
Michael "Tony" Hudson  
Naomi O'Connor  
Brian Robinson  
Liesl Santkuyl

#### Staff Present:

Lisa Jaret  
Clarissa Gines  
Amy McBride  
Tammi Bryant

#### Guest Presenters:

Troy Christensen  
Melissa Malott

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### 1. Call to Order; Roll Call

Vice Chair Figueroa

Vice Chair Figueroa 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 dxʷəsłəlils  
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, Staff**

Vice Chair Figueroa facilitated introductions and check-ins, with TCAB members responding to the check-in prompt, “What’s one small thing you want to celebrate with TCAB today?”

## **3. Consent Agenda**

**Vice Chair Figueroa**

Vice Chair Figueroa asked for a motion to approve the December agenda, as well as the minutes from the November meeting.

There was a motion, “...to approve the December agenda, as well as the minutes for the November meeting.”

Motion: Putter Bert

Seconded: Liesl Santkuyl

Motion: Carried

## **4. Public Comment on Agenda Items**

**Vice Chair Figueroa**

Vice Chair Figueroa provided space for attendees to share public comment. There were no public comments made at this time.

## **5. TCAB Engagement/Operations**

**Vice Chair Figueroa**

Putter Bert shared out updates from the Annual Report committee, Liesl Santkuyl shared brief updates from the Application Guidelines committee.

## **6. Program Updates**

**Staff**

Lisa Jaret updated TCAB that the Tacoma Creates Annual Report is close to being done, and that it will be released after staff’s presentation to the Economic Development Committee on December 14<sup>th</sup>. She shared a quick preview of the report, and reminded TCAB members that as ambassadors, they can promote Tacoma Creates but are not expected to answer questions beyond their knowledge. Lisa also shared information on the hiring process for the new Tacoma Creates position.

Clarissa Gines then provided updates on the Application Guidelines process, as well as a timeline for the upcoming 2022-23 funding cycle. She also encouraged TCAB members to think about serving on a funding panel. TCAB members asked questions about the application process, which Clarissa answered.

## **7. Action Item**

**Vice Chair Figueroa**

Vice Chair Figueroa gave an overview of the TCAB leadership positions, and election process. She then gave leadership nominees Putter Bert and Sheree Cooks the opportunity to speak on why they are interested in filling a leadership role for TCAB. Vice Chair Figueroa then asked for a motion to approve the slate of Sheree Cooks for Chair, and Putter Bert for Vice Chair.

There was a motion, “to elect Sheree [Cooks] as Chair and Putter [Bert] as Vice Chair for TCAB in 2022.”

Motion: Allison Campbell

Seconded: Megan Clark

Motion: Carried

**8. Presentation: Communities for a Healthy Bay & Tacoma Creates Funded Organizations Rainbow Center**

Lisa Jaret introduced Melissa Malott, Executive Director of Communities for a Healthy Bay, and Troy Christensen, Executive Director of the Rainbow Center, before they presented about the work their organizations provide, and how Tacoma Creates funding has supported this work.

Vice Chair Figueroa facilitated questions at the end of the presentations. Lots of engagement and appreciation was shared from TCAB members.

**9. OACV Staff Reports Lisa Jaret**

There were no updates to share at this time.

**10. Closing Comments TCAB Members**

Vice Chair Figueroa asked if TCAB members had any suggestions for future agenda items. Putter shared an observation around capacity building for organizations thinking about translation and language accessibility.

Vice Chair Figueroa then asked if anyone engaged with any Tacoma Creates-supported programming. Brian Robinson, Roxane Hreha, Putter Bert, Allison Campbell, Naomi O’Connor, and Liesl Santkuyl all shared their recent engagement with Tacoma Creates-supported programs.

**11. Adjourn Vice Chair Figueroa**

The meeting was adjourned at 7:28pm.

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*Meeting Frequency: Every First Monday of every month at 5:30pm, venue to be determined based on health regulations. All meetings of the Tacoma Creates Advisory Board are open to the public.*

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