



**Meeting Agenda - Monday, November 13, 2023 -- 6:30pm**

**Location: City Hall, Shriner's Room**

- I. ROLL CALL 6:35 - Tia Harvey, Maria Bermudez, Maria Bermudez, Quincy Stewart, Marsha Easley, Ivan Quiñones, Bianca Tucker, Judy Wilson, Bruce Cobb; Absent: Alex Resnick, Ubadah McConner
- II. APPROVAL OF MEETING MINUTES - MBermudez moved, MMartin seconded, passed
- III. APPROVAL OF AGENDA - MBermudez moved, MMartin seconded, passed
- IV. Old Business
  - a. Survey –
    - i. Specific dissemination date - JWilson shared draft 2 of survey that incorporated commissioner feedback; all present read through for final edits; target Holiday Extravaganza for launch - ask that all Commissioners volunteer time to survey attendees (print & digital) at this event 12/2; MMartin will get printed copies - 50 per commissioner; MBermudez will translate to spanish; JW will request translation Oakland Cty Hmong Association; discussion of where and how to make the survey accessible - information table at H Extravaganza and different events eg. Accent Pontiac Winter showcase at Strand, Pontiac Creative Arts Center and other arts and culture sites in Pontiac; City Council meetings; area businesses, schools and community organizations, QR codes on signs in the community. MMartin says COP Communications team will generate the QR code. We should provide brief description or simple invitation to complete the survey for code landing site. Timeline is to complete survey dissemination by March 1. MEasley recommends not closing the survey. All agreed to continue to make it available from Arts Commission page of City website, but we will compile survey results after March 1. These results will be used in upcoming Arts Commission strategic planning session.
    - ii. Generate QR Code & Proof to finalize - MMartin, may speed up process if we provide the City with a QR code.
    - iii. Communicate to City Council & City Communications - MMartin
    - iv. Dissemination date - Holiday Extravaganza 12/2/23
  - b. Strategic planning - Tentatively planned for Spring 2024. JWilson presented proposal to facilitate planning from Ajara Alghali of Culturevated. Proposal included survey services. Commissioners would like revised quote, less the fee for creating survey, as this is near completion. JWilson will get this revised quote. MMartin will ask Oakland Cty about using remaining funds for the planning session(s) and report



back week of Nov 27 or sooner. BTucker offered Reflections Event Space for PAC planning session. JW will look into pricing for retreat center if we want to do an overnight. Both scenarios will be discussed at next meeting, budgets considered and decision made. Discussion of additional people to invite to planning session, names mentioned were Angela Powell, Eugenia Wigginton, Mike McGuinness.

c. Communications -

Logo - IQuiñones sent a thumbnail to Commissioners. General design discussed and accepted with minor revisions - incorporate COP lettering, simplify design, change color to not read like high school's colors, and create various size logos for different applications, eg. letterhead, t-shirts.

d. Meeting Locations - THarvey created first draft of 2024 meeting locations to include suggestions for potential offsite locations, once quarterly: March - Strand, June - 40 W Howard St. Studios, September - PLAT, December - Reflections Event Space, Transportation Center were both discussed. THarvey will confirm with all sites.

e. Artspace Update - Meetings are taking place weekly, core team of stakeholders is being formed and to date includes - Darryl Earl, MMartin, AResnick, JWilson, IQuiñones, THarvey, Emily Cunningham, John Bry, Kyle Westberg, Tim Shephard.

f. Bios and Headshots - Requested that each commissioner to send to JWilson asap to be used on Arts Commission webpage.

V. New Business

a. Mural Discussion - shared Roger Tertochu email regarding public art, specifically at corner of Williams and Huron, would serve as a *Welcome to Pontiac*, discussion.

b. Pontiac Tree Lighting - Main Street Pontiac, Daniela Walters, reached out asking for promotional and entertainment support for the Tree Lighting, 12/1 at 6:00 pm. THarvey will reach out to Pontiac High School band director; BCobb will reach out to drumming ensemble for *Little Drummer Boy*, QStewart will ask Danny Carthane, and a stipend was suggested.

c. 2024 Events - COP would like us to begin planning PAC events for 2024 - Music in the Parks; Art Crawl; Bus Tours; Sidewalk art festivals during Dream Cruise.

VI PUBLIC COMMENT - 40 W Howard St Studios - Dec 9 open house 1-7; Small business events at Strand, 12/25, small business Saturday.

VII ANNOUNCEMENTS/ADJOURNMENT - 8:14 PM - QStewart motioned IQuiñones seconded

NEXT MEETING – Monday, Dec. 11, 2023 @ 6:30pm