



Town of Prescott Valley
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Arts & Culture Commission
WORK STUDY MEETING
7501 E. Skoog Blvd., 3rd Floor, Conf. Rm. 330
5:30 p.m., Wednesday, May 12, 2021

AGENDA

1. Call to Order & Welcome: *Chairperson Smith*
2. Roll Call
3. Approval of Agenda
4. New Officers Discussion: *Chairperson Smith*
5. Other
6. Next Meeting
 - a. Regular Meeting: Wednesday, May 19, 2021 5:30pm, Auditorium
 - b. Work Study Meeting: Wednesday, August 11, 2021, 5:30pm, Conf. Rm 330
7. Adjournment



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5:30 p.m., Wednesday, May 12, 2021

MINUTES

1. Call to Order & Welcome: *N. Smith, Chairperson*

Chairperson Smith called the meeting of the Arts and Culture Commission to order at 5:31 p.m.

2. Roll Call

Members present: Chairperson Nancy Smith, Secretary Andy Sinclair, Commissioner Barbara Balis, Commissioner Edward Lira, Commissioner Diane Mohr

Staff Present: Isabella Chewning, Arts and Culture Coordinator & Mary Lou Arnold, Community Services Administrator

3. Approval of Agenda

Chairperson Smith asked if there were any changes to the agenda. Hearing none she asked for a motion to approve the agenda as presented. **Commissioner Lira made a motion to approve the agenda as presented. Secretary Sinclair seconded the motion. Motion carried by all members present.**

4. New Officers Discussion: *N. Smith, Chairperson*

Chairperson Smith turned the item to Coordinator Chewning who reviewed the procedures and responsibilities of officer positions and guidelines on ways the commission conducts business. Coordinator Chewning stated that the natural progression for a new officer would be to start as Secretary, then Vice Chair, then Chairperson. In brief:

- The Chairperson leads the meetings, and as the liaison to the Town Council, should be prepared to attend and present items to the Town Council.
- The Vice Chair should be prepared to assume the Chairperson position when the Chair is unavailable, occasionally with little notice.
- The Secretary reviews the draft minutes and needs to approve the minutes within 72 business hours to meet the open meeting laws.

The Commissioners then had an open discussion about who is interested in serving as an officer for the 2021 – 2022 fiscal year.

Chairperson Smith stated she would be happy to serve as Chair for one more year. Secretary Sinclair stated that he is flexible on any of the positions if nominated. Commissioner Mohr stated that because she is new to the Commission, that she prefers to gain more experience before accepting an officer position. Commissioner Balis stated that she also feels that she would prefer to “get her feet wet” for this fiscal year and not serve as an officer. Commissioner Lira stated that he is interested in serving as Vice Chair or Secretary for the upcoming fiscal year.

Commissioners then discussed that they would have a yearly review of past fiscal year minutes at the next scheduled Work Study meeting in August to wrap up any loose ends.

5. Other

- a. Coordinator Chewning stated that Director Van Haren asked her to update the Commissioners on a few upcoming items. The Town Council plans to return the non-voting member status to voting members. This action will also include increasing the number for a quorum from three to four.

A lengthy discussion ensued regarding making any changes to the current status of the Arts & Culture Commission. Commissioners agreed that they would like to meet with Vice Mayor Hunt to discuss their recommendations before any official Town Council action. Commissioners prefer that any changes be delayed until the fall because of all the projects currently underway.

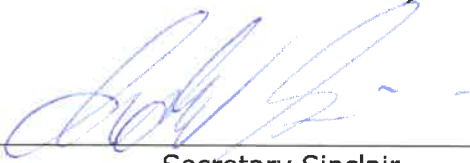
- b. Chairperson Smith asked Administrator Arnold to make one minor correction to the verbiage on the posting for the 2021 – 2022 commission meeting schedule to state the work study meetings will be called “as needed”.

6. Next Meeting

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7. Adjournment

With no further questions or comments, Chairperson Smith said that the meeting stands adjourned. Meeting adjourned at 6:47p.m.


Secretary Sinclair


Chairperson Smith

Respectively submitted by Mary Lou Arnold, Community Services Administrator
May 13, 2021

Forms to request accommodations pursuant to Section 504/ADA guidelines are available from the Code Enforcement Office at 928-759-3067. Requests must be submitted 72 hours prior to the event for which accommodation is requested.