



Town of Prescott Valley
Community Services Department
7501 E. Skoog Blvd.
Prescott Valley, AZ 86314
928.759.3090
Fax 928.759.5505

Arts & Culture Commission
REGULAR MEETING
Library Auditorium, 7401 E. Skoog Blvd.
5:30 p.m., Wednesday, May 19, 2021

AGENDA

1. Call to Order and Welcome: *Chairperson Smith*
2. Roll Call: *M. L. Arnold, Community Services Administrator*
3. Approval of Agenda
4. Approval of Minutes
5. 2021 – 2022 Officer Election: **Action Required:** *Chairperson Smith*
6. Division/Department Update: for review and possible action
(If discussion by the Commission is necessary, that item will be moved to another place on the agenda and considered separately.)
 - a. Monthly Report: *I. Chewing, Arts & Culture Coordinator*
 - b. Committee Updates
 - i. Youth Programming: *Commissioner Lira and Commissioner Balis*
 - ii. Public Art: *Chairperson Smith and Secretary Sinclair*
 - iii. Special Events: *Commissioner Lira and Commissioner Balis*
 - c. Chairperson's Report: *Chairperson Smith*
7. Other
8. Unscheduled Public Appearances
(Comments from the Public: Those members of the public wishing to address the Arts and Culture Commission need not request permission in advance. We ask that you please provide your name and address for the record prior to providing any comments. Any remarks provided tonight shall be addressed to the Commission as a whole and not any member thereof. Such remarks shall be limited to five (5) minutes per person, as indicated by the timer, unless additional time is granted by the Chairperson. At the conclusion of the unscheduled comments, individual members of the Commission may respond to the item addressed at the discretion of the Chairperson, or they may ask the Director to review the matter or ask that the matter be placed upon a future agenda.)
9. Next Meeting
 - a. Work Study Meeting: *Wednesday, August 11, 2021 5:30pm* *Conf. Rm 330*
 - b. Regular Meeting: *Wednesday, August 18, 2021 5:30pm* *Crystal Room*
10. Adjournment



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MINUTES

1. Call to Order and Welcome: *Chairperson Smith*

Chairperson Smith called the meeting of the Arts and Culture Commission to order at 5:30 p.m.

2. Roll Call: *M. L. Arnold, Community Services Administrator*

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

Members absent: None

Staff present: Casey Van Haren, Community Services Director, Isabella Chewning, Arts & Culture Coordinator and Mary Lou Arnold, Community Services Administrator

Administrator Arnold stated that we have a quorum.

3. Approval of Agenda

Chairperson Smith asked for a motion to add a Director's Report to the Agenda as Item #5.

Commissioner Lira made a motion to add a Director's Report to the Agenda as Item #5. Secretary Sinclair seconded the motion. Motion to amend the agenda carried by those members present.

4. Approval of Minutes

Chairperson Smith asked if there were any changes to the April 14, 2021 Work Study Meeting Minutes and the April 21, 2021 Regular Meeting Minutes. Hearing none she asked for a motion to approve the minutes as presented.

Secretary Sinclair made a motion to approve the April 14, 2021 Work Study Meeting Minutes and the April 21, 2021 Regular Meeting Minutes as presented. Commissioner Lira seconded the motion. Motion carried unanimously by those members present.

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.



5. Director's Report: C. Van Haren, Community Services Director

Director Van Haren stated that she is aware there was a lengthy discussion at the last work study regarding reinstating the Commission to a full seven voting members as planned by Vice Mayor Lori Hunt. The reason for the proposed change is based on attendance, which is extremely important to having a good working and effective commission. The Commission cannot conduct business without a quorum. All the Boards, Commissions and Council in the Town of Prescott Valley consist of seven voting members and Vice Mayor Hunt wants to keep that consistency.

Director Van Haren and Coordinator Chewing spoke with Vice Mayor Hunt and the Vice Mayor is willing to hold off on that change until the Commission reconvenes for the new fiscal year meetings in August 2021.

Commissioner Lira asked if a member could attend via telephone conference if they are traveling. Director Van Haren confirmed that currently it is still permissible to attend a meeting via teleconference and count as a quorum. Commissioner Lira then asked if everyone had to physically be at the August meetings. Director Van Haren stated that members should attend every meeting and to keep in mind that in the future the commission will return to seven voting members.

Commissioner Lira asked if there is a way for the commissioners to record their volunteer hours on the commission. Administrator Arnold stated that the meeting hours are recorded in the minutes, and that Coordinator Chewing records the committee meeting volunteer hours each month.

6. 2021 – 2022 Officer Election: Action Required: Chairperson Smith

Chairperson Smith stated that before nominations and as part of the election process, each member will have one minute to speak and express their interest in holding a particular office.

Secretary Sinclair stated that he has held the office of Chair, Vice Chair and Secretary, and would like to be considered for the position of Vice Chair.

Commissioner Balis stated that at this point she considers herself too new and would like more experience on the commission before holding office.

Commissioner Mohr stated that she too is also "the new kid on the block" and would like to have more experience on the commission before holding office.

Commissioner Lira stated that this is his second year on the commission and feels that his leadership skills qualify him for an officer position. He expressed interest in becoming a nominee for Secretary or Vice Chair.

Chairperson Smith stated that she is interested in staying on as Chair for one more year. She has held all the officer positions on the commission in her tenure. Because of the number of



major projects in the works, the continuity in her leadership is important until the projects are completed.

Chairperson Smith then asked for nominations for the office of Chairperson.

Secretary Sinclair nominated Chairperson Smith for the position of Chair.

Chairperson Smith accepted the nomination. Commissioner Mohr seconded the nomination.

Sinclair	- Aye
Balis	- Aye
Mohr	- Aye
Lira	- Aye
Smith	- Aye

Unanimous in favor, motion passed.

Chairperson Smith asked for nominations for the office of Vice Chair. **Commissioner Mohr nominated Secretary Sinclair for the position of Vice Chair.** Secretary Sinclair accepted the nomination. Commissioner Balis seconded the nomination.

Sinclair	- Aye
Smith	- Aye
Balis	- Aye
Lira	- Aye
Mohr	- Aye

Unanimous in favor, motion passed.

Chairperson Smith asked for nominations for the office of Secretary. **Chairperson Smith nominated Commissioner Lira for the position of Secretary.** Commissioner Lira accepted the nomination. Commissioner Balis seconded the nomination.

Smith	- Aye
Sinclair	- Aye
Balis	- Aye
Mohr	- Aye
Lira	- Aye

Unanimous in favor, motion passed.

Chairperson Smith stated we have our selection of officers for the 2021 – 2022 fiscal year as follows:

Chair – Nancy Smith
Vice Chair – Andy Sinclair
Secretary – Edward Lira

Chairperson Smith thanked everyone for their participation on the Commission.



7. Division/Department Update: for review and possible action

(If discussion by the Commission is necessary, that item will be moved to another place on the agenda and considered separately.)

a. Monthly Report: *I. Chewning, Arts & Culture Coordinator*

<https://www.pvaz.net/1018/Arts-Culture-Monthly>

Coordinator Chewning began by mentioning that former Chairperson Lindsay Quisenberry who was given a service award for her contributions at the last Town Council meeting.

We have a lot of public art projects ongoing. The mural project at Robert Road underpass should be completed by the end of May. The photography showcase was a huge success and will be on display in the library through June 6.

The Arts & Culture Commission sponsored Movies Under the Stars begins May 28th with a theme of Superheroes. One change is that the drive-in movie had to be rescheduled to July 9th at the Findlay Toyota Center and there will be no movie on June 4th.

b. Committee Updates:

i. Youth Programming: *Commissioner Lira and Commissioner Balis*

Commissioner Balis stated that there are no recent updates; the painted birdhouse project has been approved and we will be developing that program. There has been more discussion on developing a soap box derby program and poetry competition.

ii. Public Art: *Chairperson Smith and Secretary Sinclair*

Secretary Sinclair gave an update on the Flora and Fauna sculpture and Jenkins Obelisk. The concrete pad will be poured next week and commissioners are invited to the Bronzsmith next Thursday to view a bronze pouring for some pieces of the Jenkins Obelisk.

Chairperson Smith stated that Theater on the Green has a series of concerts throughout the summer, hosted by Yavapai College, the Northern Arizona Blues Fest and Town sponsored free concerts beginning in August.

iii. Special Events: *Commissioner Lira and Commissioner Balis*

Commissioner Balis stated that at this time the youth programming and special events are a combined effort. Commissioner Lira stated that he has some ideas for new events for the coming year.

c. Chairperson's Report: *Chairperson Smith*

Chairperson Smith stated that this is her last chairperson's report. For the upcoming year we will share events that we have attended similar to what the Town Council does.



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8. Other

None

9. Unscheduled Public Appearances

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None

10. Next Meeting

- a. Work Study Meeting: Wednesday, August 11, 2021 5:30pm Civic Center Conf. Rm 330
- b. Regular Meeting: Wednesday, August 18, 2021 5:30pm **Library Crystal Room**

11. Adjournment

With no further questions or comments, Chairperson Smith said that the meeting stands adjourned. Meeting adjourned at 6:00 p.m.

Secretary Sinclair

Chairperson Smith

Respectively submitted by: Mary Lou Arnold, Community Services Administrator
May 20, 2021