

**CITY OF SURPRISE**  
**Arts and Cultural Advisory Commission**  
**16000 N. Civic Center Plaza**  
**Surprise, Arizona 85374**  
Monday, December 4, 2023 @ 6:00 PM  
Community Room  
**Meeting Minutes**

A. Call to Order

B. Roll Call

Chair Kathie Morgan, Vice-Chair Taylor Ingro, Commission members, Crystal Kupper, Rhiannon Miett, Susan deJong, Dr. Charlotte Pullins and Margaret Lieu.

Absent: None

Staff: Julie Akerly – Arts & Culture Manager, Heather Donaldson – Arts, Culture & Library Management Analyst, Sr. and Kelsey Lamphier – Arts, Culture & Library Director.

C. Pledge of Allegiance

D. Staff Reports

Ms. Akerly, Arts & Culture Manager, reported on the following items:

- FY24 MAF Budget Amendment Approved by City Council on November 21 for \$735,000
- Public Art Project Timelines – Moving forward with calls released on January 15 for Traffic Cabinets, MGCRC Exterior, and exploring Fence Art with AZ Charter Schools. Community Pool Mural call released in in Spring 2024, and MGCRC Interior in Winter 2025
- Panelists recommendations for Grants & Artist Calls, and process for SACAC representatives
- Budget Process Updates & FY25 Expectations (Kelsey Lamphier)

E. Arts and Cultural Advisory Commission Agenda

**CALL TO THE PUBLIC:**

None

**REGULAR AGENDA ITEMS – NON PUBLIC HEARING:**

1. Consideration and action pertaining to the November 6, 2023 Arts & Cultural Advisory Commission meeting minutes.

Commissioner Miett moved to approve the November 6, 2023 Arts & Cultural Advisory Commission meeting minutes. Commissioner deJong 2<sup>nd</sup>. 7 Yes votes. Motion carried.

2. Presentation and discussion regarding updates to the FY25 Arts and Culture Grant Guidelines.

Ms. Akerly presented the following points regarding the FY25 Arts and Culture Grant Guidelines to the Commission:

- Access and Equity challenges and updates
- Narrative challenges and updates
- Clarity and Transparency challenges and updates
- Criteria
  - Intentionality
  - Community
  - Impact
  - Resourcefulness
- Budgets and Payments challenges and updates
- Surprise Arts & Culture Grant Guidelines for FY2025

The Commission commented that the updates are very clear and concise, and they are excited to see the changes. They asked some additional clarifying questions which Ms. Akerly discussed in more detail. The Commission agreed that they do not feel that they need to see the finalized draft again in January, 2024.

3. Review and Discussion of the Arts and Culture Division Strategic Plan Draft.

Ms. Akerly reviewed and discussed the Arts & Culture Division Strategic Plan with the Commission and asked for their input before it is implemented in January 2024. She advised that this is the last opportunity for the Commission to offer any input before the strategic plan is adopted. Commissioner Lieu suggested that for this plan to align with the General Plan we may want to place the Strategic Implementation Priorities & Timeline toward the beginning of the document. Ms. Akerly advised that she will work with the Marketing Department on the layout. The Commission would also like to use photos in the document which are clearly Surprise related.

4. Presentation and discussion pertaining to updates of Arts and Culture programming.

Ms. Akerly presented the following points regarding the Arts and Culture programming to the Commission:

- Definition of the following terms
  - Partnerships
  - City Arts & Culture Programs
  - Arts & Culture Grants

Ms. Akerly and the Commission discussed current Arts and Culture Division programs, and their relationship to these definitions, as well as future plans to define roles and deepen partnerships in the future.

F. Other Business and Future Agenda Items:

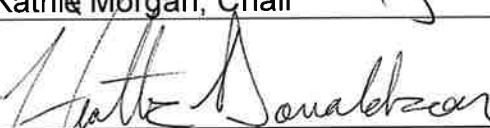
- Budget review prior to February Council meeting
- Original Townsite Art Fence project

G. Current Events and Reports

- Commissioner Kupper shared the library bookmark contest with several school art teachers, some of whom have made it an official assignment for their class.
- Director Lamphier advised that the Library Card Design Contest has started.
- Commissioner deJong attended the John Fitzsimmons: The Comedy Trickster Lunchtime Theater.

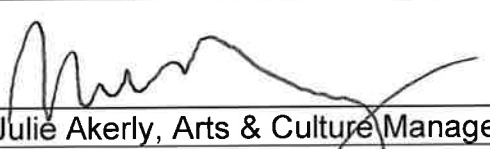
**ADJOURNMENT:**

Motion to adjourn at 7:33 p.m. – Commissioner Lieu. Commissioner deJong 2<sup>nd</sup>. 7 Yes votes. Motion Carried.

|                |                                                                                                                                   |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------|
|                | <br>Kathie Morgan, Chair                        |
| <b>ATTEST:</b> | <br>Heather Donaldson, Management Analyst – Sr. |

**CERTIFICATION:**

I, Julie Akerly, Arts & Culture Manager for the City of Surprise Arts, Culture & Library Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Arts and Cultural Advisory Commission meeting held on December 4, 2023.

|  |                                                                                                                              |
|--|------------------------------------------------------------------------------------------------------------------------------|
|  | <br>Julie Akerly, Arts & Culture Manager |
|--|------------------------------------------------------------------------------------------------------------------------------|