

Culture, Arts & Heritage Commission

Meeting Minutes

Thursday, Jan. 11, 2023

12 p.m.

Vancouver City Hall

Aspen Room

415 W. 6th Street

Vancouver, WA

Commissioners Present:

Reid, C.A. Richardson, Gall, Harrington, B. Richardson, Mercado, Rafferty, Ford and Percival

Commissioners Absent:

None

Staff Present:

Donovan, Hull, Juettemeyer Perlick and Lopossa

Guests:

Walker

Item 1: Call to Order

The January 11, 2024, meeting of the Culture, Arts and Heritage Commission was called to order at 12:00 p.m. by President Linda Reid in Aspen Room at Vancouver City Hall and via Microsoft Teams. Mercado and Percival entered at 12:04 and 12:08 respectively.

Item 2: Approval of Minutes

Motion by Gall, seconded by C.A. Richardson, and approved unanimously to adopt the minutes from December 14, 2023, with the following addition: Gall suggested that a representative from the Historic Preservation Commission attend a Culture, Arts & Heritage Commission meeting to discuss overlap in their respective missions and opportunities for collaboration.

Members

Linda Reid

President

Christine A. Richardson

Vice President

Alex Gall

Beth Harrington

Brad Richardson

Julie Mercado

Lee Rafferty

Rebekah Percival

Russell Ford, CCAC

**Parks, Recreation and
Cultural Services
Department**

P.O. Box 1995

Vancouver, WA 98668

360-487-8311

TTY: 711

cityofvancouver.us

To request accommodation or other formats, please contact:

Kirsten Hull | 360-487-8307 | TTY: 711 | kirsten.hull@cityofvancouver.us

Item 3: Port of Vancouver Public Art Update

Julie Rawls, Community Relations Manager at the Port of Vancouver, gave an update on the public art for the Port's Terminal 1 property. The plinth for one sculpture is built and a request for proposals will go out later in 2024 for a sculpture created by an indigenous artist. Rawls is additionally advocating for exhibit space inside the future public market. The Terminal 1 developer Lincoln Property Company has dedicated significant funding to public art, but their RFP timelines were short, and responses were limited. Rawls requested that the Commission advocate for public art at the Port. Gall suggested issuing a single letter from the Commission and drafting a template letter for future projects.

Item 4: Main Street Promise Preservation and Heritage Update

Ryan Lopossa, Transportation Manager, and Michael Walker, Director of Vancouver's Downtown Association, gave an update on the Main Street Promise Project. City Council approved the design in December and the project team will finalize it next month. Construction will begin in May or June this year and extend into the summer of 2025. The long timeline is needed to minimize impact to businesses. Walker announced that the three sculptures present in the project area will be restored to their present locations once construction is complete. New landscaping will allow for greater public interaction with the art.

Walker presented the Rotating Art Display program including a rotating sculpture program along the corridor. The project would create three concrete plinths and rent temporary sculptures for each site. Walker will develop a framework for the program later this year and bring it to the Commission for feedback and an opportunity to collaborate on its implementation. The project would also include rotating art displays that could feature art from galleries, community organizations, museums, and schools. VDA will submit a grant application for this project in 2024 for implementation in 2025.

Lopossa gave an update on the Silva Bolds Whitfield fountain and urban forestry monument. The fountain will be protected in place during construction and restored with new pump parts as part of the project. Lopossa described the expectations for other historical elements on the corridor. A consultant did a historical inventory of the corridor on foot and old maps were consulted to find probable locations of underground artefacts like cisterns. An archeological consultant has been retained and DAHP has been notified of the project.

Percival and Mercado left the meeting.

Item 5: Bylaws and OPMA Refresher

Tricia Juettemeyer, Assistant City Attorney, provided a training on the Open Public Meetings Act. The training provided was sufficient to meet the Commissioner's requirement for training once every four years.

Juettemeyer introduced Resolution 2024-01 Introducing Amendments to the Bylaws. The changes were administrative in nature, consisting of language clean up and clarifications. The most notable change addresses a discrepancy between the quorum definitions found in the charter (6 members) and bylaws (a majority of 9 members). The bylaws will be amended to be consistent with the charter. Gall noted that having the quorum set as a specific number instead of a majority of active members could tie up the commission's actions in the future if membership fluctuates. Juettemeyer agreed but noted that it would require amending the charter, which is an action of City Council, not the Commission. The seven members present accepted and signed the resolution, introducing amendments to the bylaws.

Item 6: Officer Elections

Kirsten Hull, Support Specialist, reviewed the duties of each office.

Motion by Reid, seconded by Harrington, and approved unanimously to appoint Gall as Secretary/Treasurer.

Motion by C.A. Richardson, seconded by Harrington, and approved unanimously to appoint Reid as Vice President.

Motion by Reid, seconded by Gall, and approved unanimously to appoint C. A. Richardson as President.

Item 7: Recommendation from Ad-hoc Application Review Subcommittee

Reid summarized the subcommittee's discussion.

Motion by Gall, seconded by C.A. Richardson, and approved unanimously to recommend the three incumbent members plus Jasmine Ames, Maureen Chan-Hefflin, and Ricky Gaspar for consideration by the City Council Subcommittee.

Item 8: Vancouver Arts Hub Interim Use

Stacey Donovan, CAHC Executive Director, gave an update on interim use for the Arts Hub building (former FVRL headquarters). The City's General Services department has received the Facility Condition Summary which identifies work to be done prior to occupancy. The requirements will vary based on the extent of occupancy and activities planned. A contract will be prepared for The Arts Centered to operate the building. Donovan outlined the roles: Perlick and Donovan will manage the contract with the nonprofit, janitorial service, and security services; the commission will set the guiding principles for the building's use and hear any issues or concerns at its monthly meetings; and the nonprofit would oversee the building's rental requests. Reid asked if a Request for Proposals was needed to determine the nonprofit operator. Donovan confirmed that the total contract value would be under the RFP threshold.

Item 9: Cultural Services Report

Donovan gave the following updates:

- Dave Perlick has been appointed Director of the Parks, Recreation and Cultural Services Department.
- An update on the mural panel proposal for Tower Mall will be ready by the February meeting.

Item 10: President's Report

Reid gave the following updates:

- Reid's committees are continuing work on the Creative Arts District application to ArtsWA and Cultural Access Funding.
- Reid announced that Arts, Heritage and Science Day in Olympia is scheduled for February 7. The event is an opportunity for advocates to talk with their legislators about statewide arts, heritage, and science issues and advocate for local concerns.

Item 11: Clark County Arts Commission Report

None presented.

Item 12: Public Comment

None presented.

Item 13: Open Discussion

Rafferty thanked the City for featuring Volunteer Corner on a recent thank you card sent out to volunteers.

Adjourned

This meeting adjourned at 2:02 p.m.



Culture, Arts & Heritage Commission

Date

Address line 1
Address line 2
Address line 3

Re:

Dear ,

I am writing on behalf of the City of Vancouver's Culture, Arts & Heritage Commission to express our [enthusiasm/support] for [project]. [Describe project, the opportunity it presents, it's connection to the Commission's values, etc].

Investment in public art provides innumerable benefits, spanning economic and social impacts. It has been long touted as a key player in tourism efforts, but increasing the activation of public spaces benefits residents, businesses, and property owners alike by enhancing livability, creativity, and a shared sense of public good.

Our Commission believes public art has the power to amplify placemaking not only by creating distinctive public environments, but in the way it draws from a community's rich culture and history. Each piece is an opportunity for storytelling and an avenue to bring the community's memory to life.

Cultivating a unique identity for Vancouver through the transformation and activation of civic spaces has been our longtime goal, and we [invite/commend] the [organization] [to/for] join[ing] us on this rewarding path.

Sincerely,

Christine A. Richardson
President,
Culture, Arts & Heritage Commission

Members

Christine A. Richardson
President

Linda Reid
Vice President

Alex Gall
Beth Harrington
Brad Richardson
Julie Mercado
Lee Rafferty
Rebekah Percival
Russell Ford, CCAC

**Parks, Recreation and
Cultural Services
Department**

P.O. Box 1995
Vancouver, WA 98668
360-487-8311
TTY: 711
cityofvancouver.us



Culture, Arts & Heritage Commission

February 8, 2024

Port of Vancouver USA
3103 NW Lower River Road
Vancouver, WA 98660

Re: Public Art at Port of Vancouver Terminal 1

Dear Julianna Marler,

I am writing on behalf of the City of Vancouver's Culture, Arts & Heritage Commission to express our enthusiasm for the diverse opportunities for public art at Terminal 1. We were impressed with the thoroughness and creativity present in the opportunities for sculptures, exhibit space and light projection presented by Julie Rawls at our January meeting.

Investment in public art provides innumerable benefits, spanning economic and social impacts. It has been long touted as a key player in tourism efforts, but increasing the activation of public spaces benefits residents, businesses, and property owners alike by enhancing livability, creativity, and a shared sense of public good.

Our Commission believes public art has the power to amplify placemaking not only by creating distinctive public environments, but in the way it draws from a community's rich culture and history. Each piece is an opportunity for storytelling and an avenue to bring the community's memory to life.

Cultivating a unique identity for Vancouver through the transformation and activation of civic spaces has been our longtime goal, and we commend the Port of Vancouver for joining us on this rewarding path.

Sincerely,

Christine A. Richardson
President,
Culture, Arts & Heritage Commission

Members

Christine A. Richardson
President

Linda Reid
Vice President

Alex Gall
Beth Harrington
Brad Richardson
Julie Mercado
Lee Rafferty
Rebekah Percival
Russell Ford, CCAC

**Parks, Recreation and
Cultural Services
Department**

P.O. Box 1995
Vancouver, WA 98668
360-487-8311
TTY: 711
cityofvancouver.us

theARTScentered - Guiding Principles for the interim use of the FVRL building

Stewardship	Inclusivity	Flexibility	Communication	Collaboration
Recognize this interim period as a unique and powerful opportunity for a “radical hospitality” approach to the stewardship of this building and the opportunities it can provide. Empower local performing arts/culture organizations and artists to actively participate in the use of the library spaces so that they can play an influential role in shaping and informing the final design and purposes of the future arts hub. This principle acknowledges that theARTScentered is a temporary custodian of the space, and decisions will be made in collaboration with, and for the benefit of, the many communities, groups, and cultural traditions of Vancouver.	Uphold the principle that art is stronger when shaped through divergent perspectives. Ensure that local performing arts/culture organizations and artists, regardless of financial capacity, have equal access to the library spaces. This commitment aligns with the goal of fostering an inclusive cultural community, where financial constraints do not limit artistic and cultural expression.	Support the reality that one size does not fit all, and provide customized support in terms of information, space, equipment, and other resources to meet the specific needs of each local performing arts/culture group. This personalized approach ensures that cultural traditions are practiced and preserved according to the unique requirements of each group.	Establish direct and open communication channels with each performing arts/culture group and artist. Avoid standardized communication methods and instead meet them where they are comfortable. Foster an environment where all feel heard, understood, and supported. This principle emphasizes building trust through personalized engagement rather than imposing rigid communication structures.	Embrace a collaborative approach to programing the interim use of the building. Encourage continuous open dialogue and collaboration between our local performing arts/culture organizations/artists, and with theARTScentered. This principle ensures that decision-making is inclusive, valuing the input of stakeholders equally.



MEMORANDUM

DATE: Feb. 8, 2024

TO: Vancouver Culture, Arts & Heritage Commission

FROM: Stacey Donovan, Parks, Recreation and Cultural Services

RE: **Culture, Arts and Heritage Grant Program Updates**

The Commission's Culture, Arts & Heritage grant program supports performances, exhibitions, activities, public art and other projects that showcase the best of Vancouver's creative community. The program was identified as a key action in the Culture, Arts and Heritage Plan adopted by City Council in 2018, and funding for the program was restored in the 2023-2024 biennial budget. In 2023, the commission released \$100,000 for the grant application process and received nineteen grant applications totaling \$158,965 in requests. The Commission recommended funding for fifteen of those grants, at a total of \$92,100, and identified several program and process changes to yield stronger applications representing greater project and applicant diversity for the 2024 cycle.

At meetings on July 13 and August 10, the Commission suggested improvements that would increase the clarity and conciseness of the application, increase and diversify the pool of applicants, improve communication with grantees, build relationships within the creative community, and build name recognition for the program. In addition to the Commission's recommendations, Donovan evaluated the program's accessibility and equity for a DEI capstone project in 2023 and staff has worked closely with the City's new Neighborhood and Community Grant Program to continue moving the program towards best practices.

Based on these discussions, the following changes have been implemented for 2024:

Goal: Broaden pool of applicants

Connecting individual artists with nonprofit fiscal sponsors

- Added collaboration ability for individual artists and their nonprofit fiscal sponsor to work together on materials

- Application workshop will provide instructions for collaboration with a fiscal sponsor
- Coordinating sponsor matchmaking via Commissioners

Marketing

- Overhauled program webpage
- Collaborated with the City's Office of Neighborhoods and Office of Equity and Inclusion for increased marketing reach
- Scheduled a combination of online and in person workshops, in-person workshops will occur out in the community rather than at City Hall. Commissioners are encouraged to attend these workshops to answer questions, facilitate project planning, and build relationships within the community.
- Provided Commissioners with elevator pitch for grant program to promote word of mouth sharing rather than traditional email forwards

Goal: Improve application efficiency

- Decreased maximum word counts in application
- Added Organization Mission question to application [see attachment A]
- Overhauled budget form to be one page, added category definitions, and reorganized categories to be more user friendly and consistent with reimbursement process
- Revised Application Workshop materials to have a budget-specific section
- Added a staff review period before application closes so staff can give applicants feedback and an opportunity to revise if needed

Goal: Improve communication between grantees, staff, and Commission

- Created calendar of project end dates for staff to monitor progress and provide timely support
- Revised auto-emails to provide step-specific instructions and additional resources
- Added section on webpage for current grantees with instructions for advertising, reimbursement, and reporting
- Revised report template to emphasize storytelling with quotes and photographs
- Report data synced to metrics in the City of Vancouver Strategic Plan

Staff is considering the following changes for future program years:

- Create a microgrant option with scaled down requirements and paperwork
- Switch from reimbursement-only process to upfront payment process
- Broaden eligibility from non-profit and government only to any type of organization or group as long as the use is not commercial
- Hosting a reporting and reimbursement workshop for grantees
- Broaden the application to include video or audio clips and additional languages
- Coordinating materials with other grants offered by the City including a grant landing page online and shared press release at the beginning of each year.

The Commission will receive an update on these changes at their meeting on February 8, 2024, and have the opportunity to provide feedback.

2024 Culture, Arts & Heritage Grants

City of Vancouver

Project Description

Organization Name*

This grant is open to nonprofit and government recipients. If you are an individual artist/organizer in need of a nonprofit fiscal sponsor, please contact the Vancouver's Culture, Arts & Heritage Commission at 360-487-8307.

Character Limit: 50

Organization Zip Code*

Character Limit: 5

Organization Mission

Character Limit: 500

Project Name*

Character Limit: 50

Project Type*

Please choose the project type(s) that most closely match your proposal.

Choices

Performance
Exhibit
Film
Literary Work
Education
Temporary Public Art
Permanent Public Art
Other

Project Description*

Describe your project and the community need it fulfills.

Character Limit: 2000

Project Start*

When will this project start?

Character Limit: 10

Project Completion*

When will this project be complete?

Character Limit: 10

Project Frequency*

How often does this project occur?

Choices

One-time

Annual

Ongoing

Annual Projects

If annual, how many years has the project run?

Character Limit: 3

Project Impact

Social Impact*

What are the intended social impacts of your project? (Examples: contribute to a sense of belonging, wellbeing, or artistic inspiration, enhance Vancouver's cultural identity, amplify underrepresented perspectives or cultures.) How will you assess this?

Character Limit: 750

Economic Impact

Will your project have an economic impact? (Examples: direct support for creative professionals, professional development for creative professionals, indirect support for local business, etc.) How will you assess this?

Character Limit: 750

Audience & Promotions

Audience Information*

Who is your target audience? How does your project expand their access to quality culture, art or heritage experiences in Vancouver?

Character Limit: 500

Project Promotion and Outreach*

What promotion efforts will you use to reach your target audience? If your project is a program or event, please summarize your marketing plan and attendance goals for this project.

Character Limit: 750

Budget

Budget Worksheet Upload*

Please upload your completed Culture, Arts & Heritage Grant Project Budget Worksheet. If you have not already downloaded this worksheet, [Click Here](#).

File Size Limit: 2 MB

Total Project Cost*

Expense total across all funding sources.

Character Limit: 20

Grant Amount Requested*

Proposed expense total from this grant.

Character Limit: 20

Matching Requirement*

Grantees are required to match 10% of the proposed grant award in cash, plus an additional 10% either cash or in-kind for a total of 20% match towards the project costs. This should be clearly reflected in your budget worksheet. Will you be using in-kind support towards your match?

Choices

Yes

No

Partial Funding Modification*

If only partial funding from this grant is available, can the project, event or activity be modified? Please explain how:

Character Limit: 750

Feasibility and Merit

Organization's Unique Qualifications*

Explain how your organization is uniquely qualified to execute the goals of this project. Please provide specific examples of relevant past projects.

Character Limit: 500

Work Sample*

Please upload materials to support your answer above or that illustrate your project concept.

File types can include: pdf, jpeg, tif, png, mp3, mp4, mov.

Character Limit: 250 | File Size Limit: 3 MB

Optional Work Sample 2

Please upload materials to support your answer above or that illustrate your project concept.

File types can include: pdf, jpeg, tif, png, mp3, mp4, mov.

Character Limit: 250 | File Size Limit: 2 MB

Optional Work Sample 3

Please upload materials to support your answer above or that illustrate your project concept.

File types include: pdf, jpeg, tif, png, mp3, mp4, mov.

Character Limit: 250 | File Size Limit: 2 MB

Creativity and Artistic Merit*

What makes your project visually or experientially compelling? What community talent does it draw on?

Character Limit: 750

Similar Projects?*

What similar projects have been done by others in this field? How does your project connect to and differentiate itself from those efforts?

Character Limit: 500

Event Information

(Complete this section if your project includes an event or performance)

Proposed Venue

What is the proposed venue for this project?

Character Limit: 250

Venue Accessibility

Is the venue ADA compliant?

Choices

Yes

No

Uncertain

Venue Confirmation

Is the use of this venue confirmed?

Choices

Yes

No

Permanent Work Information

(Complete this section if your project includes creation of a permanent work of public art)

Maintenance Plan

If the project involves the creation of a permanent item for public benefit, (work of art, mural, interpretive panel, etc.) please explain how it will be maintained and how that maintenance will be funded.

Character Limit: 750

Partnerships and Leverage

Key Partnerships and Leverage*

What key partners (organizations or individuals) have you identified and involved in the project? Please define their role(s) and how it contributes to the impact of your project.

Character Limit: 750

Biographies

Please upload a list of any and all collaborating artists and/or lead project staff for this project, including brief biographies.

File Size Limit: 2 MB

Relationship Building

How will this grant allow you to build relationships or leverage future opportunities with your collaborators or audience?

Character Limit: 750



2024 Grant Program Update

Stacey Donovan
Cultural Services Manager
Parks, Recreation and Cultural Services
February 8, 2024



Agenda



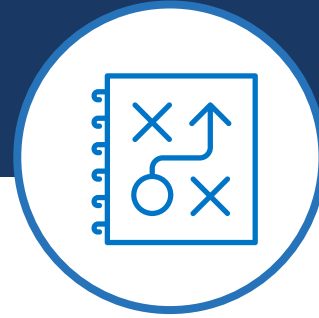
Basics

Overview of Grant Program



Timeline

Important Dates and Deadlines



Changes

Feedback and Improvements



Discussion

Hear from the Commission



Grant Program Overview

For projects occurring between July 2024-December 2025

- Support for culture, arts and heritage projects
- \$1,000-\$10,000 grants
- IRS designated non-profit (501(c)3, 4, 6) or government agency
- Activity/event primarily occurs within City limits
- Last year: 15 grants awarded, totaling \$92,100



Timeline



Application opens mid-February, grants awarded mid-July



Program Improvements for 2024

Feedback and changes after
one year



Improvements

Easier process, better assistance, fewer barriers

- Process to collaborate with fiscal sponsors in-application
- Easier application
- Easier budget form
- Workshops and webpage overhauled to address FAQ's from previous cycle
- Specific instructions provided at each stage via email
- Match making single applicants with fiscal sponsors
- Improved outreach through collaboration with City departments, nonprofits



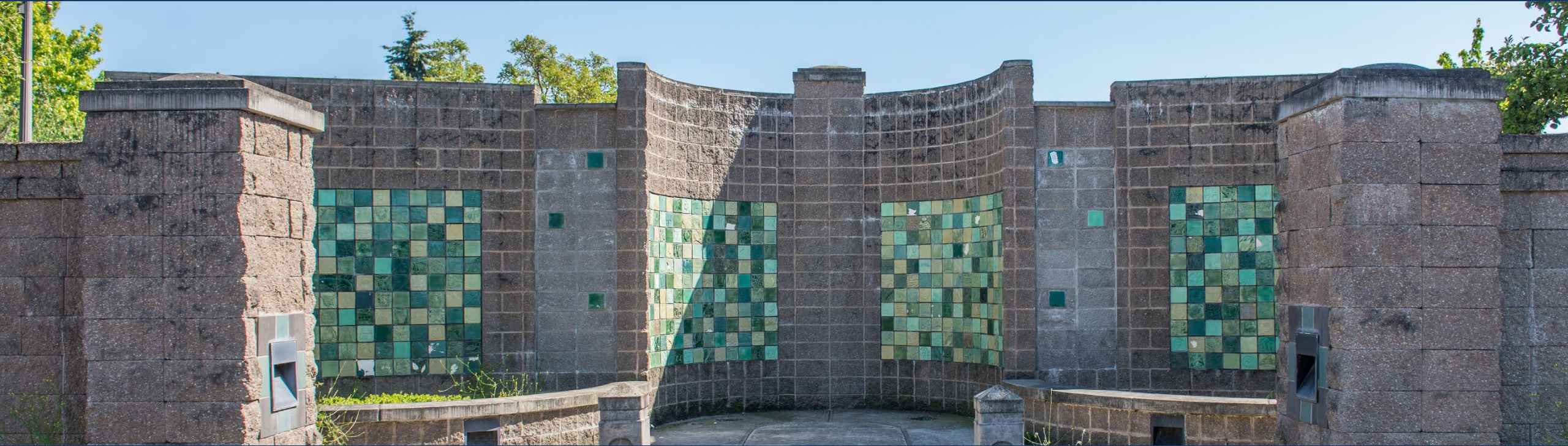


What we would like from you

- Attend workshops with applicants (February 20, March 6, and others TBD)
- Feedback on application questions
- Discussion of other proposed changes



Thank You



2-8-24

CULTURE, ARTS AND HERITAGE COMMISSION RESOLUTION NO. 2024-02

A RESOLUTION to approve amendments to the Culture, Arts and Heritage Commission bylaws.

WHEREAS, on August 26, 2019 the City Council appointed a new Culture, Arts and Heritage Commission (“Commission”) by ordinance, now codified in the Vancouver Municipal Code (“VMC”) at Chapter 2.88, and pursuant to that ordinance adopted a charter and bylaws for the Commission; and

WHEREAS, VMC Ch. 2.88.140(A) and the Commission Charter gives the Commission the power to amend its bylaws and VMC 2.88.060(c) requires proposed amendments to bylaws be authorized by resolution;

WHEREAS, the Commission desires to amend its bylaws as more particularly set forth in Section 1 to this Resolution, consistent with law and the Commission Charter; and

WHEREAS, the current bylaws are attached for reference as Exhibit A; and

WHEREAS, the Commission approved Resolution 2024-01 to introduce the amendments at its regular meeting on January 11, 2024;

WHEREAS, the Commission considered the bylaws amendments at its regular meeting on February 8, 2024;

NOW, THEREFORE,

BE IT RESOLVED BY THE COMMISSION:

Section 1. The following amendments to the bylaws are approved:

Administrative Note: Section numbers and titles are *italicized* to distinguish them from proposed amendments, which are underlined. Section numbers and title are underlined in the bylaws.

Section 2.03 Vacancies. A vacancy on the Commission shall ~~be deemed to exist in the case of death of a member or disability,~~ upon receipt of a letter of resignation by a member, or upon removal of any member as provided ~~herein in these Bylaws.~~ Vacancies on the Commission shall be filled by appointment in the same manner in which members of the Commission are regularly appointed. Any person selected to fill a vacancy on the Commission shall serve the balance of the term of the ~~person~~ member being replaced.

Section 3.04 Executive Director. The Executive Director shall be the chief administrative officer of the Commission, responsible for the day-to-day operations of the Commission and for carrying out the policies and directives. The Executive Director shall make recommendations to the Commission on practices, policies and programs. ~~He or she~~ The Executive Director shall have such powers and perform such duties as may be prescribed from time to time by the Commission. The Executive Director may be an at-will employee of the Commission in which case they may be removed with or without cause by the Commission or they may be a City of Vancouver employee assigned by the City Manager to serve as the Executive Director for the Commission.

Section 5.02 Notice of Special Commission Meetings. Notice of all special meetings of the Commission shall be given by the Executive Director or by the person or persons calling the special meeting by delivering via mail and/or e-mail, written notice at least seven days prior to the time of the meeting to each Commission member. In addition, the Commission shall provide notice of special meetings to any individual specifically requesting it in writing and as required by Ch. 42.30 RCW. If the President deems ~~that~~ an emergency exists, the President may shorten the notice of a special meeting to not less than twenty-four hours with written notice provided to all Commission members via e-mail. The time and place of the special meeting and the business to be transacted must be specified in the notice. Final dispositions shall not be taken by the Commission on any other matter at special ~~such~~ meetings.

Section 5.03 Quorum. Pursuant to Section 6.02 of the Commission Charter, a quorum means at least six (6) members. ~~At majority of the current membership of the~~ At least six (6) Commission members must be present at any regular or special meeting to comprise a quorum. Meetings without a quorum will be recessed to the earliest possible date.

Section 5.04 ~~Meetings by Conference Telephone~~ Hybrid Meetings. Members of the Commission may participate in regular or special meetings in a hybrid format by telephone or through an online meeting platform by means of which that permits all persons participating in the meeting, including without limitation, members of the public attending the meeting, ~~can~~ to hear each other, ~~at the same time means of a conference telephone or similar communications equipment. Participation in a meeting by such means shall constitute a presence at such meeting.~~

~~Those participating by conference telephone should announce their presence when joining the meeting. A quorum at a regular or special meeting is achieved if at least one third of the members are present, provided that the additional members needed to comprise a quorum attend by telephone or similar communications device.~~

Section 5.07 Minutes. Summary minutes will be taken at all regular and special meetings of the Commission. Copies of the minutes shall be posted on the City and/or Commission's website and be made available to any person or organization that requests them. Minutes ~~are~~ will not be taken in ~~of~~ closed executive sessions.

Section 5.08 Notice to the City Council. Notice of all meetings and minutes of all meetings of the Commission shall be given to the Clerk of the Vancouver City Council. Posting the meeting and minutes to the City website will qualify as the required notice. The Commission shall present an annual report to the City Council either in writing or during a City Council workshop or other appropriate forum.

Section 7.023 Principal Office. The principal office of the Commission shall be City Hall, 415 W. 6th Street, Vancouver, Washington, 986680. The Commission may establish by resolution a different location as its principal office.

Section 2. The Commission authorizes the Executive Director to amend the bylaws pursuant to this Resolution and post the amended bylaws to the City's website.

Section 3. The bylaws amendments are effective immediately upon adoption by the Commission.

ADOPTED at a Regular Meeting of the Culture, Arts and Heritage Commission this 8th day of February, 2024.

Signature page follows.

Commissioner Linda Reid

Commissioner Alex Gall

Commissioner Beth Harrington

Commissioner Lee Rafferty

Commissioner Christine Richardson

Commissioner Julie Mercado

Commissioner Brad Richardson

Commissioner Rebekah Percival

Commissioner Russell Ford - CCAC

Exhibit A – Commission Bylaws