



Cultural and Scientific Commission
MINUTES

Beth Wood
3-19-24

Tuesday, January 23, 2024
5:30pm - PACE Center

- I. Call to Order
 - Bethany called the meeting to order at 5:36pm
- II. Roll Call
 - Commissioners: Terri Tilliss, Bethany Wood, Diana Norton, Annie Day, Michael Montoya, Tom O'Malley, Phil Kramer, Robert Sanchez, Tabitha LaRose Burroughs, Christine Kennedy, Katie Milazzo, Allen Rosen
 - Staff: Carrie Glassburn, Suzanne Velasquez, Kirstin Fletcher, Lindsay Bagby
- III. Approval of Minutes from 11.14.23
 - Terri motioned to approve the minutes; Robert seconded the motion which carried unanimously.
- IV. Intro Ice Breaker
 - Terri led an icebreaker where each person shared their name and an interesting personal fact, each person then repeated the information of each previous person
- V. Overview of Committees and Tasks – Staff Representatives and Committee Chairs
 - Parker Arts Lecture Series: Terri, Kirstin and Robert each shared some information about the Lecture series
 - i. Some previous lecture topics, attendance ranging from 10-250 guests, frequency of committee planning meetings
 - ii. Kirstin provided a flier with the 2023/2024 Lecture dates and topics
 - Art in Public Places: Phil and Carrie shared information about the purpose and direction of this committee
 - i. Annual Art Encounters selections
 - ii. Public Art Master Plan and budget, utility box wraps, itty bitty art
 - iii. Upcoming projects and ideas
 - History Committee: Lindsay and Bethany talked about what this committee offers to the public
 - i. Crime and Wine events, research
 - ii. Parker Area Historical Society QR Codes at historic sites
 - iii. Heritage Center new ideas
 - Honey Festival Committee: Annie discussed the annual Parker Honey Festival, the first Sunday of August
 - i. Bee and pollinator education

- ii. Over 3500 attendees and 22 vendor/education booths
- Science Committee: Lindsay and Robert discussed the annual Science Night event
 - i. Partnership with Council of Art, Science and Culture (CASC)
 - ii. Many presenters and local science organizations attend to inform and educate with setting up booths and classrooms throughout the PACE Center
 - 1. Snapology LEGO engineering, Dinosaur Ridge, Museum of Nature and Science, CU Denver and many more
- Strategic Planning Committee: Carrie discussed some ideas for the upcoming Strategic Planning process and how the committee will help with the process

VI. Selection of Committees and Committee Chairs

- Parker Arts Lecture Series:
 - i. Chair – Terri
 - ii. Commissioners - Christine, Robert
- Art in Public Places:
 - i. Chair - Phil
 - ii. Commissioners - Diana, Michael, Christine
- History Committee:
 - i. Chair - Bethany
 - ii. Commissioners - Michael, Annie
- Honey Festival Committee:
 - i. Chair - Annie
 - ii. Commissioners - Tabitha, Tom
- Science Committee:
 - i. Chair - Robert
 - ii. Commissioners - Tabitha, Allen
- Strategic Planning Committee:
 - i. Chairperson not needed, Carrie will lead
 - ii. Commissioners - Bethany, Robert, Tom, Christine, Michael, Katie, Allen

VII. Guidelines and Expectations of Commissioners

- Bethany highlighted some items from the Guidelines and Expectations document
 - i. Duties, mission of PCSC, public engagement, serving on committees, volunteering at commission events
 - ii. Meeting attendance requirements as outlined in the Rules of Procedure
 - iii. Communication
 - iv. Supporting Parker Arts and attending performances, member events, fundraisers and lectures as personal schedules allow

VIII. Housekeeping

- Binder Updates – New Information and Handouts
 - i. Contact list, Guidelines and Expectations, Resolutions and 2024 Budget were added to the Commissioner's binders
- Reviewing Terms (**postponed to March 19th meeting**)

- Appoint Secretary and Minute Taker (**postponed to March 19th meeting**)
 - Committee Meeting Process - Agendas and Minutes
 - i. Suzanne gave an overview of the procedures for public meetings and showed example templates of meeting agendas and minutes
 - ii. Staff Responsibilities
 - iii. Committee Chair/Member Responsibilities
- IX. Priorities and Overview of the Coming Year (**postponed to March 19th meeting**)
- X. PCSC Meeting Process Discussion (**postponed to March 19th meeting**)
- What is needed most?
 - Staff Spotlight
 - Snacks
- XI. Learning Opportunities/Guest Speakers/Outings/Tours (**postponed to March 19th meeting**)
- Vi. New Business N/A
- XII. Adjournment
- Robert motioned to end the meeting at 7:05pm; Annie seconded the motion which carried unanimously.

Next Meeting: March 19, 2023, 5:30pm to 7:00pm – Location TBD