

**CITY OF WHEAT RIDGE
CULTURAL COMMISSION**

MINUTES

**Wednesday, January 12, 2022
6:00 p.m.**

(Via Zoom Virtual Meeting)

Item 1 – Call to Order

Chair Megan Deffner called the meeting to order at 6:13 p.m.

Item 2 – Introductions – Members and Guests

Members present: Lindsay Burney, Celia Daly, Megan Deffner, Nancy Dragani,
Kathleen Martell, Milly Nadler, and Kathy Plummer

Members absent: Maru Garcia

Guests: None

Staff: Susan Anderson, Recreation & Facilities Manager
Wheat Ridge Parks & Recreation Center Department

Introductions

Chair Megan Deffner welcomed everyone to the meeting. Brief introductions were given by all commissioners.

New commission members, Kathy Plummer and Lindsay Burney, were sworn into the commission.

Item 3 – Approval of Minutes

A motion was made to accept the minutes of December 8, 2021, as written. The motion was seconded, all accepted and approved.

Item 4 – Unfinished Business
Wheat Ridge Reads (Garcia)

The following report was provided in her absence:

- A decision was made to cancel the in-person tours, and only have the virtual Wheat Ridge Reads event
- Wheat Ridge Reads updates will need to be added to the city website

Recreation Center Mural Project 2022 (Deffner)

Chair Deffner provided the following report:

- There are no updates, more to come after the contest closes in February

December Arts Drop Event (Deffner)

Chair Deffner provided the following report:

- Event held in December was a success
- For future events, will need to discuss how to reach folks that are not on social media
- A “lessons learned” document has been created to capture feedback for improvement for future events

New Commissioners Update (Deffner)

Chair Deffner provided the following report:

- The commission still has one vacancy to fill
- Lindsay Burney and Kathy Plummer joined the meeting as new commission members

Item 5 – New Business

- Communications Plan 2022 - Discussion
 - Objective: Better communication and engage with the Wheat Ridge community around the mission, commission members, events and timelines
 - Channels: ?
 - Website - out of date, needs to be rewritten, Celia takes the lead (is there a structure?)
 - (What to include)
 - Who we are
 - Cultural Commission mission
 - Upcoming events & links
 - Past events & projects

- How to get involved
 - ❖ Follow us on Facebook/Instagram
 - ❖ Apply to be on the commission
 - ❖ Subscribe to “notify me”
 - ❖ Email us with ideas!
- Facebook Group - <https://www.facebook.com/MeetTheArtistWheatRidge>
- Instagram page?
- Email account?
- Other non-Cultural Commission owned pages/groups to promote
 - Wheat Ridge Creates
 - Wheat Ridge Art League
 - Local Works
 - Wheat Ridge Gardens Facebook page
- Program & Event Promotion Standard Operating Procedures
 - Outline/agenda document for commissioners
 - Create promotional copy/images
 - Send website update to Susan? who manages this ?
 - Assign channel promotion to ?

Item 6 – Future Agenda Items

- Elect New Commission Chair – February Meeting

Item 7 – Commissioner Comments

Comments not captured – unable to record the meeting.

Chair Megan Deffner’s seat will be vacated at the end of February as she is moving out of Wheat Ridge.

Item 8 – Adjournment

Chair Deffner adjourned the meeting at 6:53 p.m.