

## CAAC Meeting for Tuesday December 17, 2019

### Call to order/Roll Call:

Meeting was called to order at 7:07 PM

In attendance:

- Vivian Crooks, Acting Chair
- Sherry Knapp-Brown
- Joan Hume-Cohen
- Paul Assum, Parks Board Representative
- Brittany Theilman, Community Events Coordinator, City of Fairfield
- Absent: Loretta Cadle, Patricia Davis, Victoria Bailey, Trisha Lutterbie, Tricia Paugstat

### Minutes:

- Minutes of November 19, 2019 meeting were reviewed.  
Not approved due to lack of quorum.

### Report from Parks Staff:

- Theilman announced that Heidi Schiller has left employment with City of Fairfield. Other Parks Department employees are covering her former responsibilities.
- Art Gallery
  - Gail Cobb will show her artwork in gallery from January 4 – February 15
- Theatre Events
  - All performances of the Nutcracker by Miami Valley Ballet on Dec 6-8 and Dec 13-15 were sold out.
  - Jeff Boyers will perform the “Big Bubble Bonanza” on January 24
  - Craig Karges will perform in theatre on January 25.
- Community Events
  - The December 1 Fairfield Festival of Lights was a great success despite wet and cold weather. At least 29 floats/entrants participated in the parade. The Parks Department float won first prize.
  - Pancakes with Santa was held December 14. Over 150 people attended.
  - Applications are available for food vendors and musical performers for the Summer 2020 outdoor concerts. New food vendor requirements include a \$25 prepaid fee and proof of license and insurance. There will be six Friday concerts on 2<sup>nd</sup> and 4<sup>th</sup> Fridays in June and July, and 1<sup>st</sup> and 3<sup>rd</sup> Fridays in August.

### New Business:

- Ron Woods has submitted an application to display in the Art Gallery for February 29 – April 11, 2019. Members reviewed his application and all four members present indicated acceptance. However due to lack of quorum, a final decision could not be made. Theilman will seek voting decision from absent members through email.
- Reviewed email forwarded from Knapp- Brown regarding a “High Tea” event offered by Communiversity and Churchill’s Tea. This led to discussion regarding a previous plan initiated by Victoria Bailey for CAAC to plan a High Tea about 2 years ago. This event was never held. Members agreed to consider offering such an event in 2020. Knapp-Brown agreed to obtain more information about the High Tea offered by Communiversity/Churchill’s and bring to future meeting.

Old Business: None

Next CAAC Meeting: Tuesday January 21, 2019

Fairfield Community Arts Center

Adjournment: The meeting was adjourned at 7:50 PM