

City of Brewer, Maine  
City of Brewer Culture and Arts Committee  
Meeting Minutes for Thursday, September 12, 2024

Meeting of the Culture and Arts Committee  
City Hall Council Chambers

Thursday, September 12, 2024  
6:00 p.m.

**CULTURE AND ARTS COMMITTEE MEETING**  
**Thursday, September 12, 2024 6:00 P.M.**  
**Brewer City Hall Council Chambers**

- I. Call to Order** (City Clerk)
  - II. Roll Call** (City Clerk)
  - III. Election of Officers** (City Clerk)
    - a. Chairman
    - b. Vice-Chairman
    - c. Secretary
  - IV. New Business** (Chairman)
    - a. Welcome Message (Councilor Phanthay)
    - b. Discuss and adopt a 2024 Meeting Calendar (Acting City Manager)
    - c. Begin Review of Commission By-Laws (Acting City Manager)
    - d. Update on Wreaths Across America Event (Susan Xirinachs)
    - e. FOAA Training (Acting City Manager)
  - V. Public Comments**
  - VI. Adjourn**
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**I. Call to Order**

The meeting was called to order by the city clerk.

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**II. Roll Call**

The city clerk called the roll:

Ann Colson - present

Kathleen Kramer – present

Leslie Ohmart – absent

Ashlie Page – present

Charles Wong – present

Edner Fago – present

Tammy Lunn - absent

Amanda Ouellette-Clark – present

Joy Sinclair – present

Susan Xirinachs – present

The city clerk declared that a quorum was present. City Council Liaisons Soubanh Phanthay and Michele Daniels were also present.

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The city clerk administered the oath of office to all the Culture and Arts Committee appointees that were present.

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**III. Election of Officers**

The city clerk said the Committee would take up the election of officers.

**a. Chairman**

**b. Vice-Chairman**

Edner Fago moved to table the election of Chairman and Vice-Chairman. Ashlie Page seconded the motion. The motion passed with a vote of 8 to 0.

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**c. Secretary**

The city clerk heard nominations for the office of Secretary. Amanda Ouellette-Clark was nominated for Secretary. Amanda Ouellette-Clark was voted in as Secretary with a vote of 8 to 0.

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**IV. New Business**

**a. Welcome Message**

City Council Liaison Soubanh Phanthay gave a welcoming address.

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**b. Discuss and adopt a 2024 Meeting Calendar**

Acting City Manager Eric Glidden discussed adopting a schedule for future meetings. Member Joy Sinclair moved that regular meetings of the Culture and Arts Committee be held on the third Monday of each month at 6:00 p.m. in the Council Chambers at City Hall. Member Ashlie Page seconded the motion. The motion passed with a vote of 8 to 0.

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**c. Begin Review of Commission By-Laws**

Acting City Manager Eric Glidden presented a draft of by-laws for review and consideration by the Committee.

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**d. Update on Wreaths Across America Event**

Member Susan Xirinachs gave an overview and update on the Wreaths Across America project.

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**e. FOAA Training**

Acting City Manager Eric Glidden gave a brief introduction to the Freedom of Access Act, and directed Committee Members to maine.gov's FOAA page.

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**V. Public Comments**

There were no public comments.

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**VI. Adjourn**

Member Charles Wong moved to adjourn. The motion was seconded. The meeting was adjourned at 7:10 P.M.

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Respectfully submitted:

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*Vincent Migliore, Brewer City Clerk*