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# MEMO

**To:** Mayor and Council Members  
**From:** Angie DeWaard, Public Art Commission Chair  
**Date:** November 5, 2021  
**Subject:** PAC Meeting Format

In response to the COVID-19 pandemic, City Council and City board and commission meetings were primarily held virtually via Zoom from March 2020 until spring 2021. In May, the City Council directed that all City Council meetings and City board and commission meetings should resume in-person effective June 1, 2021.

PAC is the largest City commission, with 14 members. Meetings are held the first Wednesday of the month at noon. The Public Art Commission (PAC) has followed the City Council's directive to meet in person over the past five months. However, the Commission has had difficulty in maintaining a quorum to conduct business. Members have had challenges being able to get away from work or personal obligations to attend meetings, and many have to leave early if the meeting has not concluded after an hour. Some members reside in Ames but work out of town, which requires additional travel time to and from meetings. This situation has made it difficult to address PAC initiatives and the City's arts programs in an efficient manner.

To address this, PAC has discussed the possibility of an alternative regular meeting time. Unfortunately, no alternative meeting time has been identified that matches the availability of all members. PAC also considered changing its structure to have every other meeting consist only of the Commission's executive leaders and sub-committee chairs, in an attempt to allow members with conflicting obligations to step back into non-leadership roles that require meeting only every other month. Unfortunately, this approach is cumbersome and may limit how much work PAC can accomplish each month.

The Commission members have noted that when meetings were held on Zoom, members were able to attend more consistently and commit to the entire meeting length. **Therefore, the Public Art Commission is requesting to allow members with situations that make it difficult to attend in person to participate in the**

**meetings via Zoom. Members who do not have conflicts would still be expected to participate in person.**