

## Portage Cultural Arts Committee Agenda

Wednesday, May 28, 2025

The meeting convenes at 6:00pm, Parks and Recreation Office, (320 Library Lane)

Directors: Chairperson - Amy Dunham, Vice Chairperson - Carolyn Fitzmaurice, Secretary - Dennis Martin, Vice Chairperson and Treasurer - Vacant  
Executive Committee Members: Daniel "Satch" Huizenga, Mary Reed

### Introduction of Committee and Guests

### Approval of Agenda

### Old Business

1. May 30 Artist to Artist II event final planning
  - a. Time table: Amy 1pm/refreshments, Andrea decor (time?), Dennis/ Satch/ Venn Room setup 4:30pm/Andre set up PA 4:30pm, Greet display artists 5-5:30, Mary register guests. 6:15 Welcome/display artist sharing
    - b. Who else can assist with set up? One more greeter.
    - c. Who can be emcee?
    - d. Playbill with listing of Portage art opportunities
    - e. Registration form with QR code to City webpageForm/playbill
    - f. Andre playing
    - g. City has easels
    - h. Room layout. Found cafe tables, long tables, chairs, decor
    - i. Contacts display artists
    - j. Other?
2. Logo/Banner for committee
3. Update on space for theatre opportunities

### New Business

1. Future workshops
2. Review calendar of meetings, calendar

### Comments from Committee Members

Next Meeting: July 23, 2025, 6:00pm  
Parks and Recreation Office (320 Library Lane)

Mission Statement: To cultivate the Arts within the greater Portage Community