

Minutes

Metro Arts Commission Executive Committee

July 9, 2025

2:00 P.M. - 3:00 P.M.

Metro Southeast Building

Green Hills Conference Room

Nashville, TN 37217



METRO ARTS

NASHVILLE OFFICE OF ARTS + CULTURE

Committee Members: Campbell West (Chair), Tre Hardin, Heather Lefkowitz & Ashley Bachelder, *(Interim Executive Director, ex-officio)*

Absent Members: Shawn Knight

Metro Arts: Capri Harston, Vivian Foxx, and Anne-Leslie Owens.

Metro Legal: Tessa Ortiz-Marsh

A. Call to Order

Commissioner West opened the meeting at 2:10 PM.

B. Public Comments

No comments from the public.

C. Approval of Minutes

A motion was made to approve April 15, 2025, minutes by Commissioner Hardin and seconded by Commissioner Chair West.

Unanimously approved.

D. Discussion Items

1) Bylaws Review

Ashley Bachelder presented an overview of proposed updates to the bylaws and highlighted things that would need further discussion. The Executive Committee will review and discuss and make recommendations to the full Commission later in the year for updates. No decisions were made at this meeting. Examples of recommendations and areas for further discussion included:

- Changing the quorum number to six to reflect the body's 11 Commission membership.
- Updating term limits.
- Updating attendance rules to match Metro's new requirement
- The Chair and ED to serve as ex-officio (non-voting) members of all committees.
- Updating the Secretary's duties for certifying minutes after approval.
- Reviewing committee structure and assignments.
- Removing the media oversight duty from the Executive Committee.
- Adding language around conflicts of interest and voting responsibilities.

Ashley will continue to revise and share at the next meeting for further discussion.

2) Commission Retreat Planning

Chair West provided an update about the planning for the upcoming retreat:

Date: July 24, 2025

Where: Fort Negley Visitor Center

Times: 9:00 AM–12:00 PM for the Retreat, followed by the full Commission Meeting from 1:00–3:00 PM

The retreat will focus on team building, reviewing procedures, and clarifying roles and structure. A follow-up session may be planned later.

3) Upcoming Council Vote

Ashley Bachelder provided an update that Metro Council will vote on the new grant criteria on **July 15, 2025**. The Council legislation is for the criteria—not specific funding decisions. Commissioners were encouraged to show support by sending emails to Council Members ahead of the vote.

4) Executive Director Evaluation

Chair West gave an overview of how the evaluation of the Executive Director will be completed. Ashley Bachelder has completed her self-evaluation. Chair West has conducted interviews with the staff managers to gather input. A summary of the evaluation will be pulled together and shared with the full Commission. So far, feedback highlights Ashley’s strong leadership, trust-building efforts, and overall effectiveness.

E. Chair’s Report

Chair West noted that the items discussed during the meeting aligned closely with her report. As such, there were no additional comments to share at this time.

F. New Business

The next Executive Committee meeting will be held on **August 13, 2025**.

G. Adjournment

Meeting adjourned at 3:08 PM.