

**Seattle Film Commission**  
**Meeting Minutes**  
**Monday, August 28, 2023, 9:30am to 11:30am**



**Seattle Film Commissioners:** Beth Barrett, Laura Jean Cronin, Lowell Deo, Champ Ensminger, Tom Florino, Mark Freid, Michael Huang, Kat Ogden, Melissa Purcell, Anthony Tackett

**Staffed By Office of Economic Development:** Chris Swenson, Hamdi Hassan

*Note: These are "raw minutes notes" based on the discussion of the 8/28/23 meeting, do not include every word spoken, and are not a literal transcript.*

**Meeting Called to Order at 9:30am by Vice-Chair Michael Huang**

**General Order of Business**

1. Call to order
2. Roll Call
  - a. Quorum confirmed
3. Land Acknowledgement
4. Public Comment
  - a. None
5. General Order of Business
  - a. Administration
    - i. Review and approval of 7/24/23 meeting minutes – Unanimous vote to approve
  - b. Review of upcoming commitments
    - i. Seattle Film Commission mixer at The Summit – Friday, September 8, 2023 (new date)
      1. It was noted that the date for the SFC mixer had been rescheduled to Friday, September 8, 2023. The event time remained unchanged, and the importance of RSVPing was emphasized.
    - ii. Seattle Film + Music Commissioner mixer – Sept 2022 – Date TBD
      1. The date for the SFMC mixer was tentatively set for September 14-15, 2023. It was mentioned that the exact date and time would be confirmed later in the week, and additional details would be provided soon.
    - iii. 2023 City of Seattle Creative Industries Career Day
      1. To avoid potential conflicts with the Summit and cross-attendance, it was decided to move the date of the 2023 City of Seattle Creative Industries Career Day to February 2024.
    - iv. Seattle Film + Music Commission annual meeting – Wednesday, November 15, 2023
      1. Annual meeting requirement for both commissions to meet, calendar invites will be sent out soon.
    - v. Committee Updates
      1. Economic and Workforce Development (Tom Florino, Chair)

- a. Tom Florino provided updates on multiple opportunities. He mentioned the Amazon ARV program and potential opportunities for a training program. There was also discussion of an internship program. The need to make Seattle a more film-friendly location was emphasized.
  - 2. Policy (Mark Fried, Chair)
    - a. Mark Fried discussed city and state policy and their collaboration. The focus was on incentives and tribal access and partnerships. The committee discussed production identification and how city resources could be used for production on short notice. Weak spots, such as permits and parking expenses, were identified, and collaboration with tribal representatives was suggested.
  - 3. Marketing, Branding and Initiatives (Beth Barrett, Chair)
    - a. Beth Barrett presented on available city resources and potential ways forward. The discussion revolved around what could be worked on and who could fund specific initiatives.
- 6. Presentation
  - a. City Process: Policy awareness and City Council engagement (Dana Robinson Slote, Central Staff)
    - i. Dana Robinson Slote presented on the city's process and communication regarding policy awareness and City Council engagement. Presentation deck is attached to the meeting minutes.
- 7. Consulting and Recommendations
  - a. SIFF / Cinerama Community Benefit
    - i. Beth Barrett has recused herself due to conflict.
    - ii. City Council has allocated funding for SIFF Cinerama operations from the admission tax
      - 1. Review budget amendment language by Chris Swenson, with clarifications provided. Melissa Purcell asked questions about workforce development, and the potential hiring of staff was discussed. It was mentioned that the city was working with Cinerama to understand their needs.
      - 2. Seattle Film Commission is identified as the lead for community benefit requirements
      - 3. Seattle Film Commission chairs are working to coordinate working group between it and the Seattle Arts Commission, which helps administer admission taxes
- 8. Office of Economic Development
  - a. Administrative Procedures
    - i. Scheduling of Executive Committee meetings
      - 1. OED will administer meeting scheduling and note taking for future Committee meetings
    - ii. Scheduling of committee meetings
      - 1. Monthly Committee meetings will be established to bring to Executive Committee which will bring issues to full Seattle Film Commission
  - b. City production office space @ KCTS building (OED)

- i. KCTS has vacated. Seattle Center are taking over leasing for the building. They are interested in supporting creative economy endeavors in particular film production. OED toured the space and talked about the potential for office space for film production. Present to the Film commission for approval. Chris Swenson goes over the floor plan with the commission. Timeless is as soon as the commission puts things together

9. Upcoming

a. Commission and Committee Presentations

- i. Washington Filmworks programs (Amy Lillard) presentation scheduled for September meeting
- ii. Downtown Action Plan (Markham McIntyre) presentation scheduled for September meeting

Adjourn

- b. Motion to adjourn – Unanimous vote to approve