



Donald Mulliken, 1st District
Robin Rodricks, 2nd District
Sherrill Swan, 3rd District
Karen Chew, 4th District
Lisa Steel, 5th District

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SAN MATEO
COUNTY
ARTS
COMMISSION

**Regular Meeting of the Arts Commission
Wednesday, June 13, 2012
3:00 – 4:30 p.m.
555 County Center, Conference Room 1, 5th Floor
Redwood City, CA 94063**

MINUTES

1. Roll Call

Chair Rodricks called the meeting to order at 3:00 p.m. and welcomed newly appointed Commissioner Mulliken.

2. Agenda Amendments

None.

3. Oral Communications

None.

4. Consideration of Minutes

A. Regular Meeting of May 9, 2012

Commission Action: M/S Chew/Swan to approve as presented.

Motion carried 4-0 with Commission Mulliken abstaining.

5. Reports

A. Curator's Report

Ms. Silvestri reported that the Rotunda exhibit would be changed in July and that an all photography show would be installed in the Caldwell Gallery. She said that Behavioral Health Services would exhibit an educational exhibit called "Photovoice" in the Community Gallery.

B. California Arts Council Grant

Chair Rodricks noted that this item was listed as a report back but there was nothing to report at this time.

C. DiscoverSMC Report for May 2012

The Commission discussed some ideas about website presence for the arts. Chair Rodricks said she would contact the County's Public Information Officer about the possibility of doing a Wiki page for the arts. She suggested that a link could be created from a Facebook page to the Wiki page and other arts links.

6. Action Items

A. Review and Adopt Proposed FY2012/13 Arts Commission Budget

Commissioner Swan asked about the Grants Program and Workshop Manager. Commissioner Steel said the intent was to get the request for proposals out August 1. Commissioner Mulliken asked for more information. Chair Rodricks explained that the Commission based on the Five-Year Strategic Plan that was the next item for adoption on the agenda intended to contract a part-time person to manage a grants program and workshops using funding that previously had been used for an Artsopolis agreement.

Commission Action: M/S Swan/Steel to adopt the proposed FY 2012-13 Arts Commission budget as presented with two options one of which is contingent upon grant funding from the California Arts Council (to be determined September 2013) and the other option which does not include that grant funding amount.

Motion carried 5-0.

B. Review and Adopt Strategic Plan

Commissioner Mulliken asked if the Strategic Plan were adopted whether it could be un-adopted if it did not work. He said that sometimes there is such a hurry to do a plan that the people a plan is supposed to serve are forgotten.

Commissioner Chew said that this was an action plan and that in fulfilling it the Commission would be building credibility.

Commission Action: M/S Chew/Swan to adopt the Strategic Plan for 2012-2017 as written.

Motion carried 5-0.

C. Review and Approve Draft Request for Proposal for Grants and Workshop Manager

Superintendent Lockman said that the Commission was looking for a consultant to provided services. He said that the Department of Public Works uses a particular boilerplate for request for proposals and what had been developed by Commissioners Rodricks and Steel with whatever changes the Commission made at this meeting would be dropped into that template and brought back for the Commission's approval at its next meeting.

Discussion ensued on what types of grants the contractor would manage with that being defined as technical assistance and program grants and arts educator innovation

grants. There was discussion that eventually this contractor should also be able to write grants as well.

The item was tabled for Commissioners Rodricks and Swan to develop further and return to staff to put into the departmental template.

D. Consideration of Changing Time for Regular Arts Commission Meetings for FY 2012-13

Commissioner Steel said that the Commission Chair had mentored a Youth Commissioner the past year and the meeting time was changed to accommodate the youth. She said that youth was no longer serving on the Commission. Commissioner Mulliken said he was a proponent of youth in government, it was important to do business and set a time that works for the group. Commissioner Chew indicated she would reconsider acting as a mentor if another youth wanted to serve on the Commission.

Commission Action: M/S Chew/Swan to change the meeting time from 3:00 p.m. to 1:00 p.m. on the same day the Commission is currently meeting, which is the second Wednesday of each month.

Motion carried 5-0.

7. Staff and Commission Reports

Commissioner Swan said she met with the CEO of the San Mateo County Convention and Visitors Bureau, Anne Le Clair, to discuss joining efforts with them for an events and cultural website calendar. She said Ms. Le Clair had a proposal for a program that would match artists with venues at a cost of \$13,050. She said that the Commission wanted an events calendar. Ms. Le Clair said that she would be willing to host a free, if limited calendar.

Commissioner Chew suggested implementing social media as the hub for the arts in San Mateo County. Commissioners Chew and Swan will follow up with Ms. LeClair to find out what could be done for no cost by the CVB to provide a local arts calendar. Commissioner Chew said she was creating a Facebook page for the Commission and would report back at the next meeting.

The Commission will consider setting its calendar for 2012-13 at its July meeting which Commissioners Rodricks and Steel will develop. Commissioners Chew and Mulliken will begin work on the policies as indicated in the recently approved Strategic Plan.

8. Adjournment

The meeting adjourned at 4:53 p.m.