

**Regular Meeting of the Arts Commission**  
**Wednesday, February 13, 2013**  
**1:00 to 2:30pm**

**Minutes**

**1. Roll Call**

Chair Rodricks called the meeting to order at 1:03pm.

Commission: Chew, Mulliken, Rodricks (Chair), Swan (Vice Chair), Steel  
Staff: Tolmasoff and Jensen

**2. Agenda Amendments**

None.

**3. Oral Communications**

None.

**4. Consideration of Minutes**

Regular meeting of January 9, 2012

Commissioner Mulliken requested that Discussion Item 8A be moved to Reports and listed as 5A.

Commission Action: M/S Mulliken/Rodricks to approve the minutes as amended.

Motion carried 5-0.

**5. Reports**

A. Curator's Report

Chair Rodricks asked if there had been a resolution to the damage done to a sculpture in the Rotunda Gallery. Curator Silvestri responded that the artist had received one payment and is satisfied with the result.

Ms. Silvestri also reported that there are two new artists in the Caldwell Gallery, three watercolor artists in the Community Gallery, and in the Rotunda Gallery is the work of Paul Rubis.

She went on to discuss the upcoming Women's View Show. She stated that we are in pretty good shape. That on March 8th from 9am-noon that she and Commissioner Swan would receive the artwork. That the juror, James Gleason, would judge the show between noon and 1:00pm. That from 1:00pm until finished Commissioner Steel, Ms. Silvestri, Ms. Mallouh, Grants Manager, and Ms. Silvestri's husband will hang the art. The artist's reception, scheduled for March 15th, would be set up by Commissioners Rodricks and Steel from 3:00-5:00pm. Ms. Tolmasoff said that she will arrange for the awards, a

County Supervisor to hand out the awards, and for the monies owed to the juror Mr. Gleason.

#### **B. Grants and Workshop Manager's Report**

Ms. Mallouh thanked Ms. Tolmasoff and Ms. Jensen for all their help. She reported that the County IT Department is in the process of setting up the Grant's Program website. She also stated that she would be available between 9:00am and noon Monday through Wednesday for consultations with grant applicants.

Ms. Mallouh also reported on a meeting that she and Commissioners Swan and Chew had with Mr. Dick Spearson of the County Education Department regarding the Teacher's Grant Program. Mr. Spearson informed them that he could not release the funds to the teachers themselves. That under new laws in the State that all monies must go first to the School District, which would then send the monies to any principals involved in the Program, who in turn would release the monies to the teacher. He also stated that he had presented the proposal to the Districts, who are in the midst of getting ready for testing. He suggested that he wait until after the testing is completed and approach them again the end of March. Ms. Mallouh informed us that guidelines for the program had been established between her and Mr. Spearson and that Mr. Spearson would forward proposals to Ms. Mallouh. Ms. Jensen stated that there are thirteen school districts in the County, which translates to thirty schools being able to apply for the grants. She also stated that Ms. Mallouh would receive the final evaluations. Commissioner Swan stated that deadlines must be set and reminders of those deadlines sent so that monies can be gotten to the teachers. Commissioner Chew responded that evaluations being completed were a concern. Chair Rodricks suggested that the application form be simplified to remove content standards and simply show what the teachers did with the monies provided and what the children did. She also asked that the Commission be informed when the Grants website was up and ready.

### **6. Action Items**

A. Review and adopt revision to Addendum 1 (Grant Program Guidelines) of Strategic Plan

Ms. Mallouh stated that it is logical to impose a budget cap on grants and that we have to diversify funds each year. Commissioner Mulliken concurred and stated that the Commission could always revise Addendum 1 again.

Commission Action: M/S Mulliken/Chew. Carried 5-0.

### **7. Staff and Commission Reports**

Ms. Tolmasoff stated that she would send information concerning the San Bruno fire mural to Commissioner Mulliken.

Commissioner Mulliken reported that he and Chair Rodricks attended the Diamond Awards and that he presented an award. He also stated that he had met with the Burlingame Beautification Committee in an effort to convince them to become the Burlingame Arts Commission.

Chair Rodricks reported that she was meeting with HP to discuss future grant matching. Ms. Mallouh responded that she had talked with HP and has a good understanding of their program. She stated that HP's requirements are part of the Cultural Arts Project. Chair Rodricks also asked if, due to time constraints, that while she could do the actual CAC Grant application, if staff could update the CAC Data Cultural Project profile? Ms. Jensen and Ms. Tolmasoff responded that they would have to discuss this and suggested that Ms. Mallouh could possibly do that? Ms. Mallouh responded that she would update the Profile.

## **8. Discussion Items**

A. Scheduling John Nibbelin, County Counsel, to discuss alignment of the Arts Commission's Strategic Plan Mission Statement with its County Charter's statement

Ms. Jensen informed the Commission that Mr. Nibbelin was unable to make today's meeting and that she would attempt to schedule him for March's meeting.

B. Assignment of Commissioners as liaisons to local governments and commissions

Chair Rodricks asked the Commissioners to go visit their local governments and commissions to let them know about the Grant's Program and then to report back to the Commission.

C. Ethics training for Commissioners

Ms. Jensen reported that Commissioner Swan had completed her training and that Commissioners Steel and Rodricks were due in May.

## **9. Adjournment**

The meeting adjourned at 2:35pm.