

Regular Meeting of the Arts Commission
Wednesday, March 12, 2015 – 1:00-3:00pm
Board of Supervisors Conference Room, Lobby Floor, Hall of Justice
400 County Center, Redwood City, CA 94063

MEETING MINUTES

1. **Roll Call** - 1:04pm

Commissioners present: Chair Robin Rodricks, Karen Chew, Laura McHugh, Sam Stewart.
Staff: Deputy County Manager Peggy Jensen; Chief Legislative Aide Juda Tomaloff
Commission Staff: Boris Koodrin, Esther Mallouh

2. **Agenda Amendments** - Table Agenda Item 6A.

3. **Oral Communications** – None.

4. **Consideration of Minutes of Regular Meetings**

A. Minutes of November 12, 2014: No changes or edits made.

Motion/Second: K. Chew, Rodricks.

L. McHugh and S. Stewart abstained due to not being in attendance at meeting.

Ayes: K. Chew, R. Rodricks. Motion passed 2-0, with two abstentions.

B. Minutes of January 14, 2015: No changes or edits made.

Motion/Second: K. Chew, S. Stewart. Motion passed 4-0

5. **Reports**

A. Curator Report: Curator Boris Koodrin reported:

- There were some sales from last show (Krishna Mitra and Elyse Dunnahoo), demonstrating that PR efforts work.
- Theft of one art piece, quick snatch, reported from main hallway. Measures with County Security will be discussed with Security; B. Koodrin can also install zip ties between the piece and the installation hardware.
- Annual Women's Show: artists awards will be presented during the March 31 Board of Supervisor's meeting; artists to be notified in advance. Recommendation made to get awarded artists photographed with their pieces.
- North Fair Oaks (NFO) Health Center – wants to use County curator process and services for this new building for three shows per year. Caldwell Gallery has six shows per year, which results in the same quantity (1710 lineal feet) of show per year. Hanging system (\$5,400) and curator fees (additional \$12,000) were proposed for curator coverage of this additional area. P. Jensen will follow up with the North Fair Oaks site regarding whether they have budget to cover these costs and come back to Commissioners to determine if it makes sense to use current County Curator. Options could include NFO doing fewer shows per year to save costs.

- A suggestion was made to include an awards ceremony for Best of Show winners during the San Mateo County Fair, utilizing the stage and audience seating in the Fine Arts Galleria section.

- B. Grants Program Manager Report: E. Mallouh reported that 2014 grantee reports are due May 1. Grant allocation discussion will be an agenda item for the May 13 Art Commission meeting. E. Mallouh will provide her summary review report to Commissioners by May 6. R. Rodricks requested that a question be added about the grant review process for the grantees.

6. Action Items

- A. Approval and Appointment of *Bay Area Community Resources* and *Intersection for the Arts* as Fiscal Sponsors for County Arts Grants applicants: TABLED for future consideration.

- B. Encumbering \$10K from FY2014-2015 budget for Arts Grants in 2015-2016: TABLED pending adoption of FY2015-2017 budget.

C. Adoption of Marketing Plan

Commissioner McHugh presented plan to market Commission activities. Use County media manager and those outlets and put out a monthly email newsletter via Wild Apricot. Incorporate all people on the call for arts mailing lists into Wild Apricot. Consider expanding to Facebook and developing Commission separate webpage in future.
Motion/Second: K. Chew, S. Steward. Motion passed 4-0.

- D. Vote to authorize expenditure NTE \$1,300.00 for attendance of the *American for the Arts* annual conference by the Commission Chair, held this year in Chicago.
Motion/Second: L. McHugh, K. Chew. Motion passed 4-0.

7. Staff and Commissioner Reports

A. Staff:

- J. Tolmasoff provided invoice example to B. Koodrin and E. Mallouh.
- J. Tolmasoff indicated that the Commissioners have once again been invited to judge the SamTrans *Art Takes a Bus Ride* children's art contest, which will be taking place March 18 or 19; she will let the Commissioners know when the exact date is determined.
- J. Tolmasoff reported that the new cycle for a Grants Manager request for proposal will be issued March 16, 2015.
- P. Jensen gave a brief update on the NFO public art project

B. Commissioners:

- K. Chew – has been attending the Brisbane Octet of Women concerts.
- R Rodricks reported that (a) she and J. Tolmasoff met with the Ellen Clear of the Packard Foundation re: the possibility of the Foundation matching the Commission's Arts grants;

Ms. Clear will take the idea under advisement and get back to the Commission with a decision; (b) the Office of Assemblymember Kevin Mullins requested a meeting to discuss displaying San Mateo County art work in his offices; (c) the California Summer School for the Arts program has indicated that there was a very strong submission of applications from San Mateo County this year.

8. Discussion Items:

The draft Arts Commission budget for FY2015 – 2017 was discussed at length with the suggestion that it be approved for adoption at the May 13 Art Commission meeting, with the inclusion of the addition of encumbering any unexpended FY2014 – 2015 funds into the FY2015 – 2017 budget.

9. Adjournment: at 2:47 PM.