



Vacant, 1st District
Robin Rodricks, 2nd District
Laura McHugh, 3rd District
Karen Chew, 4th District
Samaruddin Stewart, 5th District

County Manager's Office
400 County Center
Redwood City, CA 94063
(650) 599-1005
www.smcgov.org/smcac



Regular Meeting of the Arts Commission

Wednesday, July 15, 2015 — 1:00 p.m. to 3:00 p.m.

NOTE CHANGE: Hall of Justice – **County Managers Office Conference Room**, Lobby Floor
400 County Center, Redwood City, CA 94063

MEETING MINUTES

1. **Roll Call** – (1:00 p.m.)

Commissioners present: Chair R. Rodricks, L. McHugh, K. Chew, S. Stewart
Staff: Deputy County Manager P. Jensen, District 2 Legislative Aide J. Tolmasoff
Commission Contractors: none

2. **Agenda Amendments**

No Agenda Amendments

3. **Oral Communications**

No Oral Communications

4. **Consideration of Minutes** of Regular Meeting of May 13, 2015 (no changes/edits made)

Motion/Second: Chew/McHugh
Ayes: Rodricks, McHugh, Chew, Steward
Motion passed 4-0

5. **Reports**

A. Curator's report (via Chair)

- Caldwell Gallery: Previous exhibit (group show) sent thank you; new installation: photographers R. Sterling, M. Belew
- Community Gallery: 1 sale, 1 pending sale
- Rotunda Gallery: Received one viewer complaint regarding subject matter (male heads) during last week of exhibit; new installation of female heads will go in after a scheduled film shoot in the Rotunda in July; the Curator will be meeting with the Facilities Manager, Gary Behrens, to discuss new display options in this gallery
- Commissioner Chew made a request that the Curator revisit the new Fair Oaks Health Clinic and select an initial, limited number of sites for art installation

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6. Action Items

A. Review of FY 2015-2017 Budget

- A preliminary budget was adopted with the following changes:
- In order to set aside a reserve, under Expenses, \$6,000 was removed from Arts Commission Support, \$1,500 was removed from Strategic Plan Projects & Programming, \$3,000 was removed from Grants Awards; and, under Income, \$11,000 (estimate) from the California Arts Council (CAC) was designated as miscellaneous
- Commissioner Stewart inquired about (1) a formula that could be used as a grant ratio, (2) a vision for the grants to establish a baseline for grant programming and funding, (3) to provide more funding for grants than programming and to use “flux” technology, (4) how hourly rates for Arts Commission contractors are established
- Commissioner Rodricks responded that (1) the California Data Project is working on a report component that will allow comparisons of State Local Arts Partners programs, (2) going forward the Commission can determine the vision on an annual basis, (3) the CAC uses Westaf software program, (4) the Arts Commission contractors are paid a specific amount for agreed upon work, rather than an hourly wage

B. Review and approve RFP for Commission Director

- Commissioners adjusted some language in the Scope of Services, Commission Administration & Operations tasks, and Cover Sheet
- Commissioners McHugh and Chew agreed to act as the ad-hoc committee to review applications and make a recommendation
- Motion/Second to approve the RFP: McHugh, Chew
Ayes: Rodricks, McHugh, Chew, Stewart
Motion passed: 4-0

7. Staff and Commission reports

- Ms. Jensen reported on the North Fair Oaks Public Art Group’s progress (a utilities box is getting an art treatment and the first entrance sign is being fabricated and will be going up in August) and asked that a representative from District 4 be identified to attend meetings
- Commissioner Rodricks reported on a meeting that she and Ms. Tolmasoff attended with Josh Russell, Vice President of Silicon Valley Creates, regarding the possibility of using them as a fiscal sponsor should the need arise

8. Discussion Items

A. Time change for future Arts Commission meetings

- If room reservations can be made, the Commission meeting time will change to 2:30 p.m. to 4:30 p.m. in, hopefully, Room 101, County Office Building 1, 455 County Center, Redwood City

B. Review of Strategic Plan

- Tabled until the next meeting

9. Adjournment (3:01 p.m.)

Upcoming Meetings

September 16, November 18

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