

SEMI-ANNUAL MEETING OF THE
CULTURAL AFFAIRS FOUNDATION BOARD,
CULVER CITY, CALIFORNIA

March 20, 2013
4:00 P.M.

Call to Order & Roll Call

The meeting of the Cultural Affairs Foundation Board was called to order at 4:10 P.M.

Present: Arleen Chikami, Chair
Leslie Jones, Acting Vice Chair
Gayle Smashey, Secretary
Christine Hardin
Marla Koosed
Maureen McGlynn
Jeannine Wisnosky Stehlin

Martin R. Cole, Assistant City Manager/Acting
CEO*
Jeremy Green, Management Analyst
Susan Obrow, Special Events Coordinator
B. Christine Byers, Management Analyst

*Non-Voting Member of the Board

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Pledge of Allegiance

The Pledge of Allegiance was led by Jeannine Wisnosky Stehlin.

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Public Comment - Items Not On the Agenda

City Council Member Jim Clarke was in attendance. He introduced himself and mentioned he was attending today's Board Meeting to observe the meeting and to learn more about what the Board does.

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Consent Calendar

Item C-1

Meeting Minutes

Member Koosed expressed concern that the intent of a suggestion to hold a special meeting of the Board was not clear on page 4 of the minutes.

Susan Obrow suggested adding the following verbiage to clarify the discussion: "... a suggestion to hold a special meeting of the Board to discuss future fundraising ideas and guidelines."

MOVED BY CHAIR CHIKAMI AND SECONDED BY MEMBER MCGLYNN THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPROVE THE MINUTES OF THE SEPTEMBER 19, 2012 SEMI-ANNUAL MEETING WITH THE PROPOSED CHANGES. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHIKAMI, JONES, SMASHEY, HARDIN, KOOSSED, MCGLYNN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

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Action Items

Item A-1

Introduction of New Member of the Board of the Culver City Cultural Affairs Foundation

Susan Obrow introduced new Member of the Board, Jeannine Wisnosky Stehlin.

MOVED BY CHAIR CHIKAMI AND SECONDED BY MEMBER HARDIN THAT THE CULTURAL AFFAIRS FOUNDATION WELCOME MEMBER WISNOSKY STEHLIN TO THE BOARD. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHIKAMI, JONES, SMASHEY, HARDIN, KOOSSED, MCGLYNN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Member Wisnosky Stehlin provided background on herself.

Susan Obrow noted that Member Wisnosky Stehlin and her company, The New American Theatre, were regular users of the Veterans Memorial Building.

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Item A-2

Update on Fundraising Plan for the Culver City Cultural Affairs Foundation

Susan Obrow provided a summary of the material of record.

Martin Cole noted that the City Council had faced difficult financial decisions; he discussed the dissolution of the Redevelopment Agency; the recent City sales tax increase; the report of the City's Chief Financial Officer; Measure Y; restoring support to arts programs; staffing levels; budget proposals for May and June; Cultural Affairs funding; the Veterans Memorial Complex; and unmet needs in the City.

A discussion ensued between Members and staff regarding unrestricted support donations; City Council determination of how unrestricted monies are spent; Foundation money that has been raised so far; funding for the summer concert series; raising funds for specific items vs. general fundraising; the Community Cultural Plan; the City's Cultural Affairs work program;; providing a baseline of cultural events in the City; funding sources; funding for staff positions; issues with using Veterans Auditorium; the potential of the building; making the space useful for performing arts organizations; incremental improvements; estimates for refurbishment; providing images for the website to illustrate tangible goals; creating a contract for a consultant to guide the process; ability of the Foundation to make recommendations to the City Council on the use of unrestricted funds; bylaws; the funding agreement with Sony; the need for a master plan to be implemented over time; creating a rendering of the renovated space; community focus groups; the Community Cultural Plan update; being able to meet the needs of the community; facilities; subcommittee involvement; a suggestion to recommend that future unrestricted funds go to Veterans Auditorium; evaluating the building for

historical significance; local, state and Federal designation levels; and equipment sponsorships.

Chair Chikami suggested that there be a subcommittee for improvements at Vets, a committee for fundraising, and a PR subcommittee.

Martin Cole discussed the Brown Act; suggested the three subcommittees be ad hoc subcommittees; discussed the composition and number of members of the ad hoc subcommittees; and the process to form the subcommittees.

Additional discussion ensued between staff and Members regarding concern with use of staff time; streamlining the process; staff agreement to formulate a plan for subcommittees; holding a special meeting to consider formation of the subcommittees; the modified fundraising plan; and possible motions to place on the agenda the formation of ad hoc subcommittees at a special meeting.

Further discussion ensued between Members and staff regarding concern that the focus of the Foundation is to raise funds for Cultural programming rather than for capital campaigns; concern that the Foundation is not currently prepared for a capital campaign; concern that the established programs are already a large fundraising task; changing work programs for Cultural Affairs; the Performing Arts grants; consideration of visual arts programming; managing Veterans Auditorium; nurturing performing arts organizations in the City; creating a timetable to make Veterans Auditorium useful and able to generate money for the City; associated historic preservation issues; non-reversible changes; character defining features; aesthetic impact; a complete renovation of the building vs. a focused process to update the existing space; laying a foundation for consideration of larger funding sources for a complete renovation; the possibility of a bond issue in the future; whether upgrades to lights and sound would make the venue viable; fundraising opportunities; and a suggestion that Members meet with the Acting CEO and Susan Obrow when opportunities arise.

MOVED BY CHAIR CHIKAMI AND SECONDED BY MEMBER MCGLYNN THAT THE CULTURAL AFFAIRS FOUNDATION BOARD RAISE FUNDS TO ENHANCE THE VETERANS MEMORIAL AUDITORIUM AS A CULTURAL VENUE, INCLUDING THE REPLACEMENT OF LIGHTING AND SOUND

EQUIPMENT, REPAIR OF THE FILM EQUIPMENT, AND RENOVATION OF THE BALCONY SEATING, INCLUDING A DISCUSSION OF HIRING TECHNICAL SUPPORT AS PART OF THE OVERALL PLAN, AS WELL AS RAISE FUNDS TO SUPPORT THE CULVER CITY PERFORMING ARTS GRANT PROGRAM. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHIKAMI, SMASHEY, WISNOSKY STEHLIN, HARDIN,
KOOSSED, MCGLYNN
NOES: NONE
ABSENT: NONE
ABSTAIN: JONES

MOVED BY MEMBER KOOSSED, SECONDED BY MEMBER HARDIN AND UNANIMOUSLY CARRIED, THAT THE CULTURAL AFFAIRS FOUNDATION BOARD DIRECT STAFF TO SCHEDULE A SPECIAL MEETING THAT ALL MEMBERS CAN ATTEND TO DISCUSS THE FORMATION AND APPOINTMENT OF MEMBERS TO VARIOUS SUBCOMMITTEES TO FURTHER THE MISSION OF THE CULTURAL AFFAIRS FOUNDATION BOARD.

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Public Comment - Items Not on the Agenda

None.

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Items from Staff

None.

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Items from Members

Member Smashey reported that non-profits were welcome to put up tables at CicLAvia and the Foundation could participate.

Discussion ensued between Board members regarding the effectiveness of putting up a table at the event; the possibility of another chance to participate next year; and tentative agreement to schedule a special meeting of the Foundation Board for May 20.

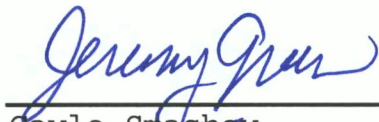
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Adjournment

There being no further business, at 5:51 P.M., the Cultural Affairs Foundation Board adjourned its meeting to a Special Meeting to be held at 4:00 P.M. on May 20, 2013 in the Cathedral Conference Room at City Hall.

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SUBMITTED:



 Gayle Smashey

SECRETARY

Culver City Cultural Affairs Foundation

APPROVED:



ARLEEN CHIKAMI

CHAIR of the Culver City Cultural Affairs Foundation Board