



# Culver CITY

MIKE BALKMAN COUNCIL CHAMBERS  
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SUSAN DEEN, Chair  
LUTHER HENDERSON, III, Vice Chair  
CLEMENT HANAMI, Commissioner  
RONNIE JAYNE, Commissioner  
GAYLE SMASHEY, Commissioner

## **CULTURAL AFFAIRS COMMISSION MEETING AGENDA TUESDAY, AUGUST 8, 2006**

### **PUBLIC COMMENT**

The Cultural Affairs Commission will listen to the public on any item on the agenda or item of interest that is not on the agenda. The Cultural Affairs Commission cannot legally take action on any item not scheduled on the agenda. Such items may be referred for administrative action or scheduled on a future agenda.

If you wish to speak to the Commission, please complete a Speaker's Card and present it to the Secretary before the agenda item is called. You will be called to the podium by name when it is your turn to speak to the Commission.

### **PUBLIC COMMENT FOR ITEMS ON THE AGENDA**

Persons wishing to speak on agenda items will be called at the time the agenda item is brought forward. Comments will generally be limited to five minutes per speaker; however, a three-minute limit may be declared by the Chair from time to time for agenda items for which many Speaker Cards have been submitted.

NOTE: AT OR ABOUT 11:00 P.M., COMMISSIONERS WILL DETERMINE WHETHER TO CONTINUE WITH DISCUSSION OF REMAINING ITEMS ON THE AGENDA OR TO CARRY SOME/ALL OF THE ITEMS OVER TO A FUTURE MEETING DATE.

### **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

A total of twenty minutes shall be devoted to audience participation at the beginning of the agenda. Speakers will be called on in the order cards were received by the Secretary. If additional time is needed, the Chair will allow for some at the end of the agenda.

When the Secretary calls your name, please advance to the podium, state your name and city of residence. Speakers must limit their comments to five minutes in length. A three-minute time limit may be declared by the Chair if there are a large number of individuals desiring to address the Commission.

### **CELL PHONES AND OTHER DISTRACTIONS**

Use of cell phones, pagers and other communication devices is prohibited while the Commission meeting is in session. Please turn all devices off or place on a silent alert and leave the Chambers to use. During the meeting, please refrain from applause or other actions that may be disruptive to the speakers and the conduct of City business.

### **MEETING INFORMATION**

Cultural Affairs Commission meetings are regularly scheduled for the second Tuesday of every month. Commission Agenda information is available 72 hours before each meeting.

Cultural Affairs Commission meetings can be viewed live on Channel 35 by most Comcast subscribers. Meetings are also broadcast on the City's Radio Station AM 1690. To view the commission meetings on line please visit <http://www.culvercity.org/webcast>.

### **ALD**

Assisted Listening Devices are available through Cultural Affairs staff



Agendas are  
available on the web @  
[www.culvercity.org](http://www.culvercity.org)

## **AGENDA**

### **Cultural Affairs Commission**

August 8, 2006

7:00 p.m.

Mike Balkman Council Chambers - Meeting

#### **CALL TO ORDER & ROLL CALL:**

**Chair Susan Deen**  
**Vice Chair Luther Henderson, III**  
**Commissioner Clement Hanami**  
**Commissioner Ronnie Jayne**  
**Commissioner Gayle Smashey**

#### **PLEDGE OF ALLEGIANCE**

#### **PUBLIC COMMENT – Items Not On the Agenda**

**CONSENT CALENDAR** *Note: Consent Calendar items are considered to be routine in nature and may be approved by one motion. Public requests to discuss Consent Calendar items must be filed with the Secretary before the Consent Calendar is called.*

**C-1.** Receive and file Secretary's Report on Posting of Agenda. *Approve report.*

**C-2.** Minutes of the May 9, 2006 and July 11, 2006 Regular Meetings. *Approve minutes.*

**ACTION ITEMS** *Public requests to discuss Action Items must be filed with the Secretary before the item is called.*

**A-1.** Nomination and Appointment of Members to the Culver City Community Cultural Foundation Board of Directors. ***Make Nominations and Approve Appointments.***

**PUBLIC COMMENT - Items Not On the Agenda (Continued)**

**RECEIPT OF CORRESPONDENCE**

**ITEMS FROM STAFF**

**ITEMS FROM COMMISSIONERS**

**ADJOURN**

**Cultural Affairs Commission Meeting**

**Mike Balkman Council Chambers**

**September 12, 2006**

**7:00 PM**

**Upcoming Public Meeting Schedule –Tentative – August 2006**

| <b>Date</b>                        | <b>Day</b> | <b>Time</b> | <b>Location</b>  |
|------------------------------------|------------|-------------|------------------|
| <b>City Council</b>                |            |             |                  |
| August 14                          | Monday     | 7:00PM      | Council Chambers |
| August 28                          | Monday     | 7:00PM      | Council Chambers |
| <b>Redevelopment Agency</b>        |            |             |                  |
| August 14                          | Monday     | 7:00PM      | Council Chambers |
| August 21                          | Monday     | 7:00PM      | Council Chambers |
| <b>Planning Commission</b>         |            |             |                  |
| August 9                           | Wednesday  | 7:00PM      | Council Chambers |
| August 23                          | Wednesday  | 7:00PM      | Council Chambers |
| <b>Cultural Affairs Commission</b> |            |             |                  |
| August 8                           | Tuesday    | 7:00PM      | Council Chambers |

- *Times and dates may be changed.*
- *Meetings may be added or changed.*

|                                                                                                                               |  |                                                                                   |                                                  |
|-------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------|--------------------------------------------------|
| Meeting Date: August 8, 2006                                                                                                  |  | Item Number: A-1                                                                  |                                                  |
| <b>AGENDA ITEM: Nomination and Appointment of Members to the Culver City Community Cultural Foundation Board of Directors</b> |  |                                                                                   |                                                  |
| Contact Person/Dept.: Susan Obrow & Christine Byers / Cultural Affairs                                                        |  | Phone Number: 310.253.5762 / 310.253.5776                                         |                                                  |
| Fiscal Impact: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                            |  | General Fund: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                  |
| Public Hearing: <input type="checkbox"/>                                                                                      |  | Action Item: <input checked="" type="checkbox"/>                                  | Attachments: <input checked="" type="checkbox"/> |
| Public Notification: Cultural Affairs Master Notification List (8/2/06)                                                       |  |                                                                                   |                                                  |
| Department Approval: Susan Evans                                                                                              |  | CAO Approval: N/A                                                                 |                                                  |
| City Controller Approval: N/A                                                                                                 |  |                                                                                   |                                                  |

**RECOMMENDATION:**

That the Culver City Cultural Affairs Commission ("CAC") nominate and appoint members to the Culver City Community Cultural Foundation's ("Foundation") Board of Directors.

**BACKGROUND:**

The Culver City Community Cultural Foundation will promote and support the Cultural Affairs Division's work programs. This foundation will enable the Cultural Affairs Division and its existing programs to be competitive for a wide selection of private foundation grants.

The Bylaws and Articles of Incorporation for the Culver City Community Cultural Foundation state that the purpose of this foundation is:

- 1) To promote and support historic preservation, public art and cultural programming services in Culver City; and
- 2) To act as an additional funding source to municipal financing for the public support required for historic preservation, public art and cultural programming services in Culver City; and
- 3) To carry out the mission of the Culver City City Council and Cultural Affairs Commission, as it so relates to historic preservation, public art and cultural programming in Culver City; and

**City of Culver City, California**  
**Cultural Affairs Commission Agenda Item Report**

- 4) To act as a coordinating organization to foster, promote, encourage and increase the knowledge, appreciation and practice of Cultural Affairs in the City of Culver City.

The structure for the Culver City Community Cultural Foundation's 501(c)(3) status requires the existence of a Board of Directors.

The Board of Directors will consist of eight (8) members selected as follows:

- a. Each current member of the Cultural Affairs Commission shall appoint one member to the Board; and
  - b. The then current Chair and Vice-Chair of the Commission shall each serve as a member to the Board; and
  - c. The City Manager of the City of Culver City, or a person designated by the City Manager, shall serve as the Chief Executive Officer (the "CEO") of the Foundation.
- 2) The Foundation budget will be reviewed by the Foundation's Board of Directors and approved by the City Council.
  - 3) There will be two meetings per year in July and January and additional special meetings may be called as needed.

**DISCUSSION:**

According to the Foundation's Bylaws, an individual must live, work or own property or a business within Culver City or have a special, widely-recognized interest in improving the cultural affairs of the community or region in order to be eligible for appointment to the Board.

Staff and the CAC specifically addressed the following four criteria when discussing Board nominations at the March 2006 Cultural Affairs Commission meeting.

- 1) Commitment to supporting cultural and historic preservation programs in Culver City;
- 2) Ability to make connections to private foundations for possible grants;

**City of Culver City, California  
Cultural Affairs Commission Agenda Item Report**

- 3) Experience serving on a Board of Directors for a non-profit, fundraising organization;
- 4) Capacity for cooperation and collaboration to create the most effective working panel possible; and,
- 5) Availability to attend semi-annual Board meetings of the Foundation and to accept responsibility for preparation for those meetings.

Appointment to the Foundation Board is an opportunity to include individuals who have otherwise not participated in the Culver City's Cultural Affairs programs in another capacity. The overall composition of the Board should reflect the diversity of Culver City's larger community. An appointed member of the Board, other than the CEO, shall only serve a maximum of two terms or up to eight years, whichever is greater and only for so long as the Commissioner who appointed that member remains on the Commission.

Below is the list of nominees forwarded to staff by each Cultural Affairs Commissioner. A copy of each nominee's biographical statement and/or resume is attached:

**COMMISSIONER**

**FOUNDATION BOARD NOMINEE**

Susan Deen, Chair

Mercedes Paz

Dr. Luther Henderson III, Vice-Chair

Sofia Klatzker

Clement Hanami

Rick Noguchi

Ronnie Jayne

Renae Williams

Gayle Smashey

Christine Hardin

**FISCAL ANALYSIS:**

There is no anticipated fiscal impact.

**City of Culver City, California  
Cultural Affairs Commission Agenda Item Report**

**ATTACHMENTS:**

1. Biographical statements and/or resumes of each Board nominee; and,
2. Articles of Incorporation and Bylaws of the Culver City Community Cultural Foundation.

**MOTION:**

That the Culver City Cultural Affairs Commission:

Approve the slate of nominees for the Board of Directors of the Culver City Community Cultural Foundation.