

REGULAR MEETING OF THE
CULTURAL AFFAIRS COMMISSION,
CITY OF CULVER CITY,
CALIFORNIA

December 9, 2008
7:00 P.M.

Call to Order & Roll Call

The meeting of the Cultural Affairs Commission was called
to order at 7:00 P.M.

Present: Chair Gayle Smashey
Vice Chair Marla Koosed
Commissioner Clement Hanami
Commissioner Ronnie Jayne
Commissioner Luther Henderson

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Pledge of Allegiance

The Pledge of Allegiance was led by David McCarthy, Deputy
City Attorney.

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Public Comment - Items Not On the Agenda

None.

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Item C-1

**Consent Calendar
Agenda Posting**

MOVED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER
JAYNE, AND UNANIMOUSLY PASSED TO RECEIVE AND FILE THE
SECRETARY'S REPORT ON THE POSTING OF THE AGENDA.

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Item C-2

Meeting Minutes

Vice Chair Koosed asked that clarification be added at the top of page 6 indicating that she had been "at Prospect 1, New Orleans, the largest biennial in the United States to revive ... cultural tourism in New Orleans."

MOVED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER HANAMI, AND UNANIMOUSLY PASSED TO APPROVE THE MINUTES OF NOVEMBER 11, 2008 AS CORRECTED.

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Action Items

Item A-1

Consideration of a Brochure about Culver City's Art in Public Places Program

Public Art and Historic Preservation Coordinator Christine Byers presented a sample brochure and discussed: the purpose of the brochure; potential uses; targeted audience; and the process of creating the brochure. She also discussed: paper finish; weight of the paper; binding; and color scheme.

Discussion between the Commission and staff included: durability of and different types of binding; consistency of language and voice throughout the publication; some concern about being able to discern between the colors assigned to different sections; weight of the paper and concern with text seeping through the page; a request for more contrast in the colors; clarification of intent; information for developers; that different cities target different audiences with their publications; different uses for the brochure; how the brochure will be distributed to the public; whether the brochure is intended primarily to serve as a description of the Art in Public Places Program or as a catalogue of public art in Culver City; including an index of all artists; expected number of brochures provided to developers in the course of a year; the brochure as a promotional vehicle for the City and for the program; the viability of using a Culver City printer; a final version to be distributed for proof reading; a suggestion to include color bands in the Table of Contents; color selection; the importance of directing readers back to the City website; making the brochure available for download on the website; publicity generated by the brochure; using recycled paper, soy ink, etc.; and copyright issues.

MOVED BY COMMISSIONER HANAMI, SECONDED BY COMMISSIONER JAYNE, AND UNANIMOUSLY PASSED TO APPROVE THE DRAFT LAYOUT OF THE ART IN PUBLIC PLACES PROGRAM BROCHURE.

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Item A-2

**Memorandum Regarding Culver City's Music Festival
Evaluation Process**

Performing Arts and Special Events Coordinator Susan Obrow provided background on the *Culver City Music Festival* along with a summary of new procedures and responsibilities for the Commission.

Discussion between staff and the Commission included: appreciation for the report; appreciation that things were being considered well in advance with time for Commissioner input; appreciation for seeing a timeline; disappointment that it took six months for resolution; the fact that the Cultural Affairs Commission has no input in the approval of artists; the importance of beginning the 2010 process before 2009 so applicants can attend the series before they apply; scheduling when the RFP goes out; whether staff was willing to accept recommendations from the Commission for the RFP; a one-year producer contract vs. a two-year producer contract; the time consuming nature of the process; suggested changes to the subcommittee process; requested input from Commissioners; creation of policies and administrative procedures; creation of an operations plan for the event; evaluation process for the producer; conflict of interest issues; and acknowledgement that additional focus and fine tuning of the process is necessary.

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Public Comment for Items Not on the Agenda

None.

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Receipt of Correspondence

Staff reported receipt of a winter schedule from a performing arts grantee and a copy of a letter from the Culver City Historical Society sent to the U.S. Postal Service regarding the historical significance of the Gateway Station Post Office at 9942 Culver Boulevard in light of the potential sale of the property.

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Items From Staff

Performing Arts and Special Events Coordinator Obrow reviewed a report provided to the Commissioners on recent and upcoming cultural events in the City.

Public Art and Historic Preservation Coordinator Byers reported on the progress of maintenance to Ed Carpenter's art work, *Hanging Garden*.

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Items From Commissioners

Commissioner Hanami thanked staff for the report on the *Culver City Music Festival* Evaluation Process and wished everyone Happy Holidays.

Vice Chair Koosed echoed Commissioner Hanami's comments and reported enjoying *Speak Easy*.

Commissioner Jayne wished everyone Happy Holidays and thanked staff for their report on the *Culver City Music Festival*.

Responding to an inquiry from Commissioner Jayne, Cultural Affairs Administration and Special Projects Coordinator Jeremy Green reported that the meeting of the Council/Commission subcommittee would most likely take place in mid- to late January and staff would report back when they received additional information.

Commissioner Henderson thanked staff for their work and wished everyone Happy Holidays.

Responding to Commissioner Henderson, Public Art and Historic Preservation Coordinator Byers indicated that

staff would be including information regarding the City's Historic Preservation Program and projects related thereto - including updating the City's Historic Preservation Ordinance -- at the January Town Hall meeting.

Responding to a suggestion from Commissioner Henderson that the Cultural Affairs Foundation raise money to help fund the brochure on the City's Art in Public Places Program, Performing Arts and Special Events Coordinator Obrow updated the Commission on Foundation efforts.

Commissioner Henderson was also anxious to see a meeting of the Council/Commission subcommittee and he reported attending *Speak Easy*, *Scrooge Must Die* at the Actors' Gang, and *The Little Dog Laughed* at the Kirk Douglas Theatre.

Commissioner Jayne asked about the possible closing of Fields Pianos and Performing Arts and Special Events Coordinator Obrow indicated that she would look into that, noting that the City had appreciated the marketing partnership with them and the complimentary piano provided for *Music in the Chambers* and for *Speak Easy*.

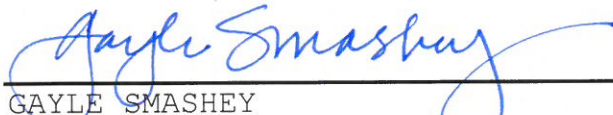
Chair Smashey reported attending a Da Camera Society performance and on future tentative plans to meet with the Executive Director to show him around the City. She thanked staff for the update on the *Culver City Music Festival* and wished everyone Happy Holidays.

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Adjournment

There being no further business, at 8:40 P.M., the Cultural Affairs Commission adjourned its meeting to a Regular Meeting to be held at 7:00 P.M. on January 13, 2008 in the Mike Balkman Council Chambers at City Hall.

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GAYLE SMASHEY

CHAIR of the Culver City Cultural Affairs Commission

Minutes Preparation: Kristi Callan