9770 CULVER BOULEVARD
CULVER CITY, CALIFORNIA 90232-0507
CITY HALL Tel. (310) 253-5776
FAX (310) 253-5779

CULTURAL AFFAIRS FOUNDATION BOARD SEMI-ANNUAL MEETING AGENDA
Wednesday, September 21, 2010

PUBLIC COMMENT
The Cultural Affairs Foundation Board will listen to the public on any item on the agenda or item of interest that is not on the agenda. The Cultural Affairs Foundation Board 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 Foundation Board, 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 Board.

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., FOUNDATION BOARD MEMBERS 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 Foundation meetings occur semi-annually in January and July of each year. Foundation Agenda information is available 72 hours before each meeting. To view the Cultural Affairs Foundation meeting agendas 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

AGENDA
Cultural Affairs Foundation Board
Semi-Annual Meeting

September 21, 2011
4:00 p.m.
Cathedral Conference Room, Third Floor
City Hall

CALL TO ORDER & ROLL CALL:

John Nachbar, CEO
Christine Hardin, Chair
Sophia Klatzer, Vice Chair
Renae Williams Niles, Treasurer
Arleen Chikami
Leslie Jones
Marlyn Musicant
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. Minutes of the March 16, 2011 Semi-Annual Meeting. ***Approve Minutes.***

C-2. Receive and File Financial Statements for Fiscal Year 2010-2011 and for July 1, 2011-September 16, 2011. ***Receive and File.***

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

A-1. Introduction of New Members of the Board of the Culver City Cultural Affairs Foundation, Review of Duties of Officers and Election of Officers. ***Elect Officers.***

A-2. Update Regarding Grant Opportunities for the Cultural Affairs Foundation. ***Approve Recommendations.***

PUBLIC COMMENT - Items <u>Not</u> On the Agenda (Continued)

ITEMS FROM STAFF

ITEMS FROM BOARD MEMBERS

ADJOURN

Next Cultural Affairs Foundation Board
Regular Meeting
City Hall
March 21, 2012

<u>Upcoming Public Meeting Tentative Schedule –-August, 2009</u>

Date	Day	Time	Location
City Council & Redevelopment Agency			
September 26	*Monday*	7:00 PM	*Council Chambers*
Parks & Recreation Community Service Commission			
October 4	*Tuesday*	7:00 PM	*Council Chambers*
Civil Service Commission			
October 5	*Wednesday*	7:00 PM	*Council Chambers*
Cultural Affairs Commission			
October 11	*Tuesday*	7:00 PM	*Council Chambers*

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

City of Culver City, California

Cultural Affairs Foundation Board Agenda Item Report

Meeting Date: 09/21/11	Item Number: A-1
AGENDA ITEM: Introduction of New Members of the Board of the Culver City Cultural Affairs Foundation, Review of Duties of Officers and Election of Officers	
Contact Person: Jeremy Green, Cultural Affairs	Phone Number: (310) 253-5764
Fiscal Impact: Yes [] No [x]	General Fund: Yes [] No [x]
Public Hearing: [] Action Item: [X]	Attachments: [X]
Public Notification: Cultural Affairs Commission Notification Email List (9/15/11)	
Department Approval: Todd Tipton for Sol Blumenfeld (09/15/11)	City Manager Approval: John M. Nachbar (09/15/11)

RECOMMENDATION:

That the Culver City Cultural Affairs Foundation Board (the "Board") introduces new Board members of the Cultural Affairs Foundation, review the duties of the office positions and elect Officers, if necessary, for the 2011-2012 fiscal year.

BACKGROUND/ DISCUSSION:

INTRODUCTION OF NEW MEMBERS:

The Amended Bylaws, approved by the Foundation on October 27, 2010 and the City Council on January 24, 2011 (Attachment 1), state that the Chair and Vice Chair of the Cultural Affairs Commission shall also be members of the Foundation Board (Article III, Section 2.B.) Because the Commission officers change in July of each year, there may be new members to the Foundation Board on an annual basis.

On Tuesday, July 11, 2011, The Cultural Affairs Commission met and elected Gayle Smashey as the Chair and Marlyn Musicant as the Vice-Chair of the Commission, replacing the former Commission Chair, Ronnie Jayne, and former Commission Vice Chair, Marla Koosed, as Foundation Board members.

As per the amended Foundation Bylaws, approved by the Foundation on October 27, 2010 and by City Council on January 24, 2011, an appointed member of the Board, other than the CEO, shall only serve a maximum of two terms. A term shall commence on the date of appointment and last only for so long as the Commissioner who appointed that member remains on the Commission, up to a maximum of four years.

Mercedes Paz was appointed by Commissioner Susan Deen in August of 2006. When Ms. Deen's Commission term expired, Ms. Paz's first term ended. Ms. Paz was appointed for a second term by Commissioner Marla Koosed, who replaced Ms. Deen, in July of 2007. At the end of the four year period, Ms. Paz's second term came to a close. Mercedes Paz will be presented with a commendation for her service on the Foundation Board at a Culver City Council Meeting, tentatively set for October 10, 2011 at 7pm in the Council Chambers.

At the September 13, 2011 Cultural Affairs Commission meeting, Leslie Jones was appointed by Marla Koosed as the newest Board member to replace Mercedes Paz.

Biographies for all new Board members are attached (Attachment 2.)

REVIEW OF DUTIES OF OFFICERS:

As stated in Article V of the Foundation Bylaws, the primary duties of the officers are as follows: The Chairperson shall preside at all Board meetings; the Vice Chairperson shall preside at meetings in the absence of the Chairperson; the Secretary shall provide notice of all Board meetings and maintain a set of minutes of all Board meetings; the Treasurer, at least semi-annually, shall submit a written report reflecting the current financial condition of the Foundation and shall prepare a year-end financial statement prior to the end of the fiscal calendar detailing the financial status of the Foundation; the CEO shall be a non-voting member of the Board and shall oversee day-to-day activities of the Foundation. All of these officer duties shall be assisted by the City Manager or his designee, which is typically Cultural Affairs staff.

ELECTION OF OFFICERS:

At the October 27, 2010 Foundation Board meeting, the Board approved September as the annual meeting date to elect officers.

As per the bylaws, "No member of the Board shall serve more than two (2) consecutive years as Chairperson". Chair Hardin was elected at the July 21, 2009 Board meeting, her term as Chair is now complete and a new chair shall be elected. Because Marla Koosed, Secretary of the Board, is no longer a Board member, the office of Secretary shall be voted upon. Elections for Treasurer and Vice

Chair shall also occur at this meeting.

The current Chair of the Foundation conducts the election of the new Chair. Each officer shall assume office upon election. Once elected, the new Chair conducts the election of the other officers.

FISCAL ANALYSIS:

There is no fiscal impact associated with this action at this time.

ATTACHMENTS:

1. Amended Bylaws of the Cultural Affairs Foundation Board
2. Biographical Statements of New Board Members Gayle Smashey, Marlyn Musicant and Leslie Jones

MOTION:

That the Cultural Affairs Foundation Board:

Elect ______as the Chair;
Elect ______as the Vice Chair;
Elect ______as the Secretary;
and
Elect ______ as the Treasurer for Fiscal Year 2011–13.

MEETING DATE: September 21, 2011

AGENDA ITEM: Introduction of New Members of the Board of the Culver City Cultural Affairs Foundation, Review of Duties of Officers and Election of Officers.

ATTACHMENTS

ATTACHMENT 1

AMENDED AND RESTATED BYLAWS OF THE

CULVER CITY CULTURAL AFFAIRS FOUNDATION

ARTICLE I - NAME AND OFFICE

Section 1. The name of this corporation shall be the Culver City Cultural Affairs Foundation, hereinafter referred to as the "Foundation."

Section 2. The principal office for the transaction of the business of the Foundation is located at Culver City, Los Angeles County, California.

ARTICLE II - PURPOSE AND LIMITATION

Section 1. The purpose of the Foundation shall be as stated in the Articles of Incorporation, which is to promote and support the historic preservation, public art and cultural programming services in Culver City by coordinating and actively pursuing outside funding sources for those programs.

Section 2. The Foundation is a tax-exempt, charitable corporation and shall be non-profit, non-sectarian and non-political in all its policies and activities and at all times shall be operated, exclusively for the benefit of, to perform the function of, and to carry out the purposes described herein within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, the Regulations adopted thereunder, and the corresponding provision of any applicable future United States Internal Revenue Law and Regulations (hereinafter collectively referred to as the "Code").

Section 3. In carrying out its purpose, the Foundation shall not, in any manner, be utilized to exercise any right or discharge any obligation of the City, including, but not limited to, the City's Cultural Affairs Commission (the "Commission").

Section 4. Whenever the Foundation receives any money, in cash, check or otherwise, it shall, as soon as possible, disburse that money to the City for use by the City, as determined appropriate by the majority of the members of the City Council of Culver City (the "City Council"), for the City's cultural affairs programs, including the administration of such programs and the operation of the Foundation. Whenever the Foundation receives any other asset, it shall, as soon as possible, convey ownership and possession of that asset to the City for use and disposition by the City, as determined appropriate by a majority of the members of the City Council for the City's cultural affairs programs, including the administration of such programs and the operation of the Foundation.

Section 5. The Foundation shall operate pursuant to a budget (the "Foundation Budget") approved as part of the City's annual municipal budget.

ARTICLE III - BOARD OF DIRECTORS

Section 1. Except as otherwise required by law or as provided for in these Bylaws, the control and management of the affairs of the Foundation shall be vested in the Board of Directors (the "Board").

Section 2. The Board shall consist of eight (8) members selected as follows:

A. Each current member of the Cultural Affairs Commission ("Commissioners") shall appoint one member to the Board;

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.

Section 3. To be eligible for appointment as a member (other than CEO) of the Board, an individual must: (i) live, work or own property or a business within the City; or (ii) have a special, widely-recognized interest in improving the cultural affairs of the community or region.

Section 4. Other than as expressly provided in these Bylaws, no member of the Board shall be an officer, official or employee of the City.

Section 5. Except as provided below, an appointed member of the Board, other than the CEO, shall only serve a maximum of two terms. A term shall commence on the date of appointment and last only for so long as the Commissioner who appointed that member remains on the Commission, up to a maximum of four (4) years. The members who hold the position of chair and vice-chair on the Commission shall serve on the Board for so long as each remains the chair or vice-chair on the Commission, respectively. The City Manager (or a person designated by the City Manager) shall serve as CEO of the Board and shall not be limited to the number of terms he or she may serve as CEO.

Section 6. Any member of the Board, other than the CEO, may be removed from his or her position on the Board, with or without cause, by a vote in favor of removal by four/fifths (4/5) of the members of the City Council.

Section 7. Any change in the number or qualifications of members of the Board shall be made only by an amendment to these Bylaws.

Section 8. A majority of the members of the Board (excluding the CEO) shall be the policy making and controlling body of the Foundation. The Board shall be initially chaired by the chair of the Commission as presiding officer (the "Chairperson"). The Board shall:

A. Transact the general business of the Foundation and do so in accordance with all United States, State of California, County and City laws, rules and regulations applicable to the Foundation ("Rules and Regulations").

B. Recommend the initial Foundation Budget to the City Council for approval no later than ninety (90) days after the first Board meeting of the initial Board, subject to any extension mutually approved by the Chairperson, as detailed below, and the chair of the Commission. The first Foundation Budget shall cover the period beginning upon installation of the initial seven (7) members of the Board until the following June 30th; provided, that if the installation of the initial Board occurs after the last day of the month of November, then the first Foundation Budget shall cover the period from when the Foundation's initial Board members are installed until the second June 30th occurring after the installation.

C. For each annual Foundation Budget thereafter, by, on or prior to the last day of the month of June, recommend to the City Council the Foundation Budget for the Foundation's upcoming Fiscal Year (hereinafter defined) commencing on the immediately succeeding July 1. The "Fiscal Year" of the Foundation shall commence on July 1st and end on the following June 30th.

D. Set the time and place of the Semi-Annual Meetings (as defined in Article VII, below).

E. Arrange for an annual audit or compilation review of the Foundation by an independent public accountant chosen by the Board at the close of the Fiscal Year (the "Annual Audit"). The type of annual review shall be at the discretion of the Board. The Annual Audit shall be submitted to the City Council for review within three (3) months following the close of the Fiscal Year. Part of the work performed will include preparation of necessary tax documents.

F. Make reasonable requests in writing to the City Manager for assistance from City staff. The City Manager, shall reasonably determine the availability, level and extent of assistance, if any, the City staff shall provide to the

Foundation and whether the costs for such assistance is within the Foundation Budget.

G. Receive and file the annual work program of the Cultural Affairs Division of the Community Development Department.

H. Actively engage in achieving the purposes of the Foundation, as set forth in Article II, Section 1.

ARTICLE IV - OFFICERS

Section 1. The officers of the Foundation shall consist of:

A. Chief Executive Officer
B. Chairperson
C. Vice Chairperson
D. Treasurer
E. Secretary

Section 2. With the exception of the CEO, the term of each officer shall be for two (2) years; provided that any member's term will expire earlier in the event the Commissioner who appointed such member no longer serves on the Commission or the member serving on the Board as a result of his/her position on the Commission ceases to hold such position, as described in Article III, Section 5, above. No member of the Board shall simultaneously hold more than one office. No member of the Board shall serve more than two (2) consecutive years as Chairperson.

Section 3. Each officer other than the CEO shall be elected annually to the extent necessary to fill a vacant office, by a majority of the voting members of the Board from nominees submitted by any member of the Board.

Section 4. Each officer other than the CEO shall be regularly elected at the Semi-Annual Meeting of the Board designated by the Board in a resolution. Each officer shall assume office upon election.

Section 5. Any officer with the exception of the CEO may be removed from office for cause by a vote in favor of removal by a majority of the voting members of the Board. For purposes of this Section, "cause" shall mean any or all of the following: (i) an officer's absence from two consecutive regular Board meetings or (ii) inappropriate behavior or language that in the reasonable judgment of the majority of the members of the Board is detrimental to the function of the Foundation. Immediately upon removal of an officer, a majority of the voting members of the Board shall elect a replacement to fill the vacant office for the remaining term of the removed officer.

ARTICLE V - DUTIES OF OFFICERS

Section 1. The Chairperson shall preside at all meetings of the Board and shall be responsible for the general supervision of Board activities during meetings.

Section 2. In February of each year, the Chairperson and Treasurer, with assistance from the City Manager (or his or her designee) of the City shall prepare a budget, which shall then be presented for recommendation by the Board to the City Council no later than the following June, as required by Article III, Section 8., Subsections B and C.

Section 3. Each disbursement of money to the City as required by Article II, Section 4.: (i) in an amount not to exceed Ten Thousand Dollars ($10,000.00), shall be made with the signature of the CEO; or (ii) in an amount in excess of Ten Thousand Dollars ($10,000.00) shall be made with the signatures of the Chairperson or Treasurer and the CEO.

Section 4. The Vice Chairperson shall preside at meetings in the absence of the Chairperson.

Section 5. The Secretary shall provide notice of Board meetings and activities to all members of the Board and shall maintain a permanent set of minutes of all Board meetings. The Secretary may be assisted by the City Manager or her/his designee, to accomplish the duties of the Secretary.

Section 6. At least semi-annually, the Treasurer shall submit a written report reflecting the current financial condition of the Foundation to the Board. The Treasurer shall also prepare a year-end financial statement prior to the end of the fiscal calendar detailing the financial status of the Foundation. The Treasurer may be assisted by the City Manager or her/his designee to accomplish the Treasurer's duties.

Section 7. The CEO shall be a non-voting member and shall oversee the day-to-day activities of the Foundation.

ARTICLE VI - VACANCIES

A vacancy on the Board shall be deemed to exist upon the occurrence of one of the following: (i) expiration of a term in accordance with the terms hereof; (ii) death or resignation of a member; or (iii) removal of a member, with or without cause, by four-fifths (4/5) vote of the members of the City Council.

ARTICLE VII - MEETINGS

Section 1. All regular and special meetings of the Board shall be notified, posted and conducted in every way consistent with the requirements set forth in the California Government Code §§ 54950 *et seq.*, as may be amended (the "Brown Act"); provided, that these Bylaws shall control to the extent the Bylaws are more stringent than the Brown Act.

Section 2. The Board shall conduct two (2) regular meetings per year (each such meeting is referred to herein as a "Semi-Annual Meeting"). The Semi-Annual Meetings shall be held at such time and location within the City as determined by the Board by resolution.

Section 3. During every calendar year, two regular meetings of the Board shall be held pursuant to a resolution adopted pursuant to Section 2 above. The initial members of the Board shall be installed at the initial Semi-Annual Meeting of the Board in July.

Section 4. Special meetings of the Board may be called at any time by submission to the Chairperson of a request in writing for a special meeting, signed by a majority of the members of the Board and specifying the purpose for such special meeting or as otherwise permitted pursuant the Brown Act. Written notice, stating the time and place of any special meeting as well the purpose of such meeting shall be given to each member of the Board at least seventy two (72) hours prior to the special meeting.

Section 5. A majority of the members of the Board excluding the CEO shall constitute a quorum. An affirmative vote of at least four (4) members of the Board shall be required for the Board to take any action.

ARTICLE VIII - MEMBERSHIP AND SHARES

Section 1. The Foundation shall have no membership and no members other than the persons constituting the Board.

Section 2. The Foundation shall not have nor issue shares of stock and shall declare no dividends.

Section 3. No part of the Foundation shall inure to the benefit of any private individual, and no part of the direct or indirect activities of the Foundation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, or of participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office. Notwithstanding any other provision herein, the Foundation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt under Section 501(c)(3) of the Code or by an organization, contributions to which are deductible under Section 170(c)(2) of such Code.

ARTICLE IX - POWERS

Section 1. The decisions and acts by a majority of the voting members of the Board qualified and serving shall constitute an exercise of the powers of the Foundation and shall constitute and be taken as the decisions and acts of the entire membership.

Section 2. The Board may adopt policies so long as such policies are not inconsistent with these Bylaws, the Articles of Incorporation of the Foundation, the Rules and Regulations or the rights and obligations of the City Council or the Commission.

Section 3. A majority of the voting members of the Board may recommend amending the Bylaws at any meeting of the Board. However, no such amendment or modification shall alter the intention of the Foundation to be operated exclusively to promote and support cultural affairs work programs of the City in a manner which shall make the Foundation tax exempt and the donations to it deductible from taxable income to the extent allowed by the provisions of the Code and other applicable legislation and regulations as they now exist or as they may hereafter be amended. Every amendment or modification of these Bylaws shall be in writing, shall be approved by a majority of the City Council then serving and shall be delivered to each member of the City Council, the Commission and the Board then in office.

ARTICLE X- COMPENSATION

The members of the Board shall serve without compensation; however, members may be reimbursed for reasonable out-of-pocket expenses related to Board activity, as approved by the Board provided in the Foundation Budget.

ARTICLE XI- ADVISORY COMMITTEE

The Foundation shall be aided by an advisory committee comprised of persons who have demonstrated an interest in assisting the Foundation in fulfilling its purposes (the "Advisory Committee). Qualified persons shall be invited to serve as members of the Advisory Committee by staff, the City Council or the Commission. Members of the Advisory Committee shall not be required to attend meetings of the Board. Members of the Advisory Committee shall annually confirm in writing that they would like to continue to serve on the Advisory Committee prior to the Semi-Annual Meeting of the Board in March, and the Board shall indicate at that time that it wishes members of the Advisory Committee to continue serving as such. The Board shall call upon the assistance and advice of the Advisory Committee as it deems necessary.

ARTICLE XII- LIABILITY OF DIRECTORS

No member of the Board shall be liable for the acts or omissions of any other member of the Board, or of any accountant, agent, counsel or custodian selected with reasonable care. Each member of the Board shall be fully protected in acting upon any instrument, certificate or paper, believed by him/her to be genuine and to be signed or presented by the proper person or persons and no member of the Board shall be under any duty to make any investigation or inquiry as to any statement contained in any such writing but may accept the same as conclusive evidence of the truth and accuracy of the statement therein contained.

The Board shall have the right, and shall use its best efforts, to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors and other agents, to cover any liability asserted against or incurred by any officer, director, or agent in such capacity or arising from the officer's, director's, employee's, or agent's status as such. The Board shall use its best efforts to purchase the insurance described herein as promptly as is reasonably feasible.

ARTICLE XIII - DONATIONS

The Board may receive donations from other foundations in the form of grants or in other property acceptable to the Board. The Board may accept donations, which restrict their uses, and purposes and which limit the time, manner, amount, or other terms of distribution; provided that the restrictions are within the uses and purposes set forth in Article II. Notwithstanding any restrictions and unless otherwise specifically required, the Board may mingle those restricted donations with other assets of the Foundation

ARTICLE XIV - TERM OF FOUNDATION

The Foundation shall continue in perpetuity. However, it may be dissolved and the assets distributed with the approval of four/fifths (4/5) of the members of the City Council. Upon any such dissolution, the assets of the Foundation shall be distributed exclusively to the City for such purpose(s) as are consistent with the purpose of the Foundation.

Original Bylaws Approved by the Culver City City Council: on the 26th day of June 2006.

Amended and Restated Bylaws Approved by the Culver City Council on the ____ of ______________, 2011.

CERTIFICATE OF THE SECRETARY

I, the undersigned, do hereby certify that:

1. I am the duly elected and acting secretary of Culver City Cultural Affairs Foundation, a California nonprofit public benefit corporation; and

2. The foregoing Amended and Restated Bylaws, comprising nine (9) pages, including this page (but not including any cover page or table of contents), constitute the Bylaws of said corporation duly adopted at the meeting of the Board of Directors thereof duly held on October 27, 2010, and since that date the same have not been amended or modified.

IN WITNESS WHEREOF, I have executed this Certificate as of ____________________ at Culver City, California.

______________________________, Secretary

ATTACHMENT 2

BIOGRAPHIES OF NEW

CULVER CITY CULTURAL AFFAIRS FOUNDATION BOARD OF DIRECTORS

LESLIE JONES

Leslie Jones is Curator of Prints and Drawings and the Los Angeles County Museum of Art (LACMA), where she specializes in modern and contemporary works on paper. She has been at LACMA since 2005 and organized the following exhibitions and permanent collection installations: *John Baldessari: Pure Beauty* (2010), *Contemporary Projects 12: Robin Rhode* (2010), *Transparent Reflections: Richard Pousette-Dart, Works on Paper, 1940-1992* (2006), "Surreal Incisions: Etching in the 1930s and 1940s" (2011), "R.B. Kitaj's *Covers for a Small Library*" (2010), "Pop Prints" (2009), and "Salvador Dalí and *Les chants de Maldoror*" (2009). Currently, she is organizing a major loan exhibition*, Drawing Surrealism*, which explores the importance of works on paper to experimentation and innovation in the surrealist era. *Drawing Surrealism* will open at LACMA in October 2012.

In addition to organizing exhibitions, Leslie is responsible for the care of LACMA's permanent collection of modern and contemporary prints and drawings, working closely with museum paper conservators and registrars. She also works closely with the board of the Prints and Drawings Council (PDC)--the department's major support group—advising on educational programming, commissioned prints, the annual print fair ("LA Print"), and acquisitions.

Leslie lectures regularly about art, most recently at USC on "Contemporary Drawing and Printmaking in L.A." She has also taught contemporary art at Whittier College and the Museum of Contemporary Art. From 2000-2009, she was a regular contributor of articles and exhibition reviews to the journal *Art on Paper*.

A California native, Leslie lived for 13 years in New York City where she worked at the Museum of Modern Art, the Whitney Museum of American Art, and the Guggenheim Museum. She also attended the Institute of Fine Arts at New York University where she received a M.A. and Ph.D in art history. Her undergraduate degrees are in art history and French from U.C. Berkeley.

Leslie lives in Culver City with her husband, daughter, and dog Sadie.

MARLYN MUSICANT

Marlyn Musicant earned her M.A. in the History of Decorative Arts, Design and Culture at the Bard Graduate Center, New York. Prior to joining the Getty Research Institute in 2008, she organized the installation of British and European Art at The Huntington, San Marino, CA, and produced interpretive content for the J. Paul Getty Museum.

Marlyn has taught the history of the built environment at UCLA and given lectures on eighteenth-century British art. Her research interests include textiles and the interior, industrial design, and architecture.

Marlyn and her family enjoy living in Culver City, where she has served on the Cultural Affairs Commission since 2009.

GAYLE SMASHEY

Gayle Smashey is an independent producer of music salons through her company Buffalohead Productions. She has recently formed the arts and crafts collaborative “The Casita Collection”.

Formerly, Gayle was a Project Manager and Administrator for the commercial general contracting company Swinerton Builders from 1991 until her retirement last year. A long time resident of Culver City, her community service includes participation in the District Community Arts Team for CCUSD and as Entertainment Chair for the Fiesta La Ballona Committee from 2005-2007.

Gayle holds a Bachelor of Arts from CSUN for Liberal Studies, a California State teaching Credential for grades K-12 and a certificate from UCLA for Interior and Environmental Design. She is the current Chair of the Cultural Affairs Commission, on which she has served since 2005.

City of Culver City, California
Cultural Affairs Foundation Board Agenda Item Report

Meeting Date: 09-21-11	Item Number: A-2
AGENDA ITEM: Update Regarding Grant Opportunities for the Cultural Affairs Foundation.	
Contact Person: Susan Obrow, Cultural Affairs	Phone Number: (310) 253-5762
Fiscal Impact: Yes [] No [X]	General Fund: Yes [] No [X]
Public Hearing: [] Action Item: [X]	Attachments: []
Public Notification: Cultural Affairs Commission Notification Email List (09/15/11)	
Department Approval: Todd Tipton for Sol Blumenfeld (09/15/11)	City Manager Approval: John M. Nachbar (09/15/11)

RECOMMENDATION:

That the Cultural Affairs Foundation Board (Foundation Board) authorizes staff's pursuit of foundation grant opportunities for existing cultural programs under the direction of the Chief Executive Officer of the Cultural Affairs Foundation (Foundation).

BACKGROUND / DISCUSSION:

Due to the uncertain future of the Culver City Redevelopment Agency (Agency) based on actions taken by the State Legislature and Governor earlier this year, and the temporary effect this has on funding for cultural programming, Foundation staff shifted its work effort to focus on rewriting Letters of Inquiry, reinvigorating the grant research process and investigating different models of grant seeking.

Staff met with the Executive Director of the Los Angeles County Arts Commission (LACAC) this spring regarding the Foundation and learned of another grant seeking method that could be utilized to support Culver City's cultural programming. LACAC has successfully initiated grant requests with, or on behalf of, its non-profit arts partners. Further, LACAC has encouraged private foundations to award monies directly to the arts partners themselves for LACAC programs if the funder was more inclined to make awards solely to non-profit arts organizations. Consequently, LACAC achieves its goal of realizing a project or program while directly partnering with the arts organizations it is serving. The model may also be an effective option for the

Cultural Affairs Foundation since several of the City's cultural programs are presented in association with distinguished non-profit arts organizations which regularly receive grant funding from private foundations.

During summer 2011, staff met with a number of the City's cultural program partners to discuss the possibility of the Foundation seeking grant money for existing programs in collaboration with those organizations as well as the possibility of these partners receiving funding directly from private foundations. The discussions are on-going as the issues of crafting language, submitting financial documents, and reimbursing the City for its presentation costs are examined. Currently, both PEN Center USA (*Speak Easy*) and reDiscover Center (*Rainbow Day*) have agreed to this grant-seeking collaboration.

The Foundation has been awarded a grant from LACAC for a college intern for the past two summers. The intern, under staff direction, conducts extensive research of possible funders for the City's cultural programs. This summer, the intern also researched the funders of our cultural partners to ascertain whether there would be foundations interested in our joint programming. As a result of collaborating with program partners, there may be an increase in grant prospects for the Foundation. It has been past practice to present specific funding opportunities before the Board for its approval; however, the Board only meets on a bi-annual basis. Staff recommends that the Board allows staff to seek approval to approach potential funders from the Foundation's Chief Executive Officer, who is also the City Manager, so that no opportunities are lost between Board Meetings. Staff will continue to update Foundation Board Members on all grant opportunities at each Board Meeting.

FISCAL ANALYSIS:

Annual start-up costs for the Foundation are currently provided through an allocation by the City of Culver City as part of the annual budget.

The allocation in the budget for Fiscal Year FY 2011-12 is $8,000. This budget is utilized for financial organization, legal fees and grant administration.

MOTION:

That the Cultural Affairs Foundation Board:

1. Authorizes staff's pursuit of foundation grants for existing cultural programs under the direction of the Chief Executive Officer of the Cultural Affairs Foundation.