

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

February 10, 2009
7:00 P.M.

Call to Order & Roll Call

The meeting of the Cultural Affairs Commission was called
to order at 7:02 P.M.

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

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Pledge of Allegiance

The Pledge of Allegiance was led by Mim Shapiro.

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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 CARRIED TO RECEIVE AND FILE THE
SECRETARY'S REPORT ON THE POSTING OF THE AGENDA.

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Item C-2

Meeting Minutes

Christine Byers, Public Art and Historic Preservation
Coordinator, pointed out a typographical error in the
motion on Page 7.

MOVED BY COMMISSIONER JAYNE, SECONDED BY COMMISSIONER HENDERSON, AND UNANIMOUSLY CARRIED (WITH CHAIR SMASHEY ABSTAINING DUE TO HER ABSENCE AT THAT MEETING) TO APPROVE THE MINUTES OF THE JANUARY 13, 2009 TOWN HALL MEETING.

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Action Items

Item A-1

Consideration of a Policy to Establish a Minimum Threshold for Individual Donations as Recommended by the Cultural Affairs Foundation Board

Staff provided a summary of the material of record.

Discussion between the Commission and staff included: clarification on the effective date of exemption; clarification that the Foundation seek private and government grants but not corporate grants; providing a mechanism for individual donations; avenues for corporate participation; the importance of transparency; conflicts of interest; the vetting process for accepting donations; grants, and individual donations to support approved work programs; and donation boxes.

MOVED BY COMMISSIONER HENDERSON, SECONDED BY VICE CHAIR KOOSD AND UNANIMOUSLY CARRIED THAT THE CULTURAL AFFAIRS COMMISSION RECOMMEND TO THE CITY COUNCIL THAT THE CULTURAL AFFAIRS FOUNDATION MINIMUM THRESHOLD FOR INDIVIDUAL DONATIONS BE \$1,000.

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Item A-2

Consideration of Potential Grant Opportunities as Recommended by the Cultural Affairs Foundation Board

Staff presented a summary of the material of record.

Discussion between the Commission and staff included: costs for letters of intent and grant writing; grant writers; clarification that the Foundation is not competing for grants with Culver City arts organizations; multiple grant opportunities and competition for them; building

relationships with Foundations; public and temporary art exhibitions; existing collaborations; and clarification that the next list of potential funders would be submitted in July to the Foundation Board if necessary.

MOVED BY COMMISSIONER HENDERSON, SECONDED BY VICE CHAIR KOOSD, AND UNANIMOUSLY CARRIED THAT THE CULTURAL AFFAIRS COMMISSION RECOMMEND TO THE CITY COUNCIL THAT THE SELECTED PRIVATE FOUNDATION AND GOVERNMENT GRANT OPPORTUNITIES BE APPROVED FOR CALENDAR YEAR 2009.

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Item A-3

Consideration of Cultural Affairs Foundation Letterhead as Recommended by the Cultural Affairs Foundation Board

Staff provided a summary of the material of record.

Discussion between the Commission and staff included: a suggestion that other City departments use the scripted "Culver City" logo on their letterhead; adding appropriate phone numbers to the Foundation letterhead; and color.

MOVED BY COMMISSIONER HENDERSON, SECONDED BY VICE CHAIR KOOSD, AND UNANIMOUSLY CARRIED TO APPROVE THE LAYOUT OF THE CULTURAL AFFAIRS FOUNDATION LETTERHEAD WITH PHONE NUMBERS ADDED.

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Item A-4

Report and Discussion of Commission Subcommittee Meeting with the Council Subcommittee on Commissions

Staff provided background information on the item.

Commissioners Jayne and Henderson summarized the material of record.

Discussion between Commissioners and staff included: clarification that the City Manager and City Attorney are guiding the process; written subcommittee reports; the City Charter; interviewing applicants; formalization of processes; residential requirements; a suggestion that a

professional background pertaining to Cultural Affairs is helpful; and a suggestion that the RFP for the music festival be a standard part of an open process.

MOVED BY COMMISSIONER JAYNE, SECONDED BY COMMISSIONER HENDERSON AND UNANIMOUSLY CARRIED TO DIRECT THE CULTURAL AFFAIRS COMMISSION MEMBERS OF THE COUNCIL SUBCOMMITTEE ON COMMISSIONS TO BRING BACK TO THE SUBCOMMITTEE THE FOLLOWING SUBJECTS FOR DISCUSSION: 1) THE NEW CITY CHARTER AND THE ROLE OF COMMISSIONERS; 2) THE CULTURAL AFFAIRS COMMISSION APPLICATION PROCESS AND 3) A REQUEST TO REQUIRE THAT CULTURAL AFFAIRS COMMISSION APPLICANTS BE INTERVIEWED, RESIDE IN CULVER CITY, AND STATE THEIR PROFESSIONAL EXPERTISE TO BE CONSIDERED FOR APPOINTMENT.

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Item A-5

Overview of Proposed Fiscal Year 2009 - 10 Cultural Affairs Work Programs and Tentative Timeline

Staff presented a summary of the material of record.

A discussion ensued between the Commission and staff regarding: clarification that Cultural Affairs currently falls under Redevelopment; clarification that Taste of the Nation, the Chamber of Commerce Business Expo and the Culver City Car Show are classified as economic development activities; procedures for commissioning banners in certain City districts; Ivy Substation maintenance; recognition for non-work plan duties performed by staff; seismic rehabilitation of older buildings; the Pan African Film Festival; the draft Historic Preservation Tasks and Timeline; the Art in Public Places Ordinance; size of the Historic Preservation Community Advisory Committee; milestones and tracking progress for work programs; support for Culver City branding; and ways to enhance opportunities for schools and for lifelong learning.

MOVED BY COMMISSIONER HANAMI, SECONDED BY COMMISSIONER HENDERSON, AND UNANIMOUSLY CARRIED TO DIRECT STAFF TO 1) LOOK AT INCLUDING THE PAN AFRICAN FILM FESTIVAL AS PART OF THE WORK PROGRAM; 2) PROVIDE MEASURABLE MILESTONES SIMILAR TO THE HISTORIC PRESERVATION TIMELINE FOR OTHER PROGRAMS; 3) CONTINUE TO UTILIZE THE WORK PROGRAMS TO FURTHER BRAND

CULVER CITY; AND 4) CONTINUE TO DEVELOP POTENTIAL EDUCATIONAL ELEMENTS FOR ALL WORK PROGRAMS.

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Public Comment for Items Not on the Agenda

Natasia Rio Gascon announced the creation of an Internet newsmagazine called "Culver City Highlights" focusing on community involvement and events in the City. She suggested that the new program could help publicize the many venues and events in the area which have experienced low attendance and she asked to be kept in mind if funding came available for equipment.

Susan Obrow, Special Events and Performing Arts Coordinator, clarified that the Performing Arts Grant program was geared toward non-profit organizations that include live performances in their mission statements.

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Receipt of Correspondence

None.

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Items From Staff

Christine Byers, Public Art and Historic Preservation Coordinator, reported on the first quarterly meeting of the Historical Society; outlined efforts to address comments received about the Culver City Fact Sheet at the Town Hall meeting; announced that the draft Historic Preservation Tasks and Timeline were on the City Council agenda for February 23; indicated that the public art brochure was in the final stages of production; reported on the status of the *Hanging Garden* repair project; and stated that Jedediah Caesar's *Gleaners Stone* had been installed.

Susan Obrow, Special Events and Performing Arts Coordinator, announced *Music in the Chambers* and the concerts would be broadcast on Channel 35; and she announced High Note music series performances by Performing Arts Grant recipients.

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Items From Commissioners

Vice Chair Koosed reported attending *Taking Over* at the Kirk Douglas Theatre.

Commissioner Jayne reported that those wanting to make reservations for the *Music in the Chambers* series had to wait through 4 minutes of information promoting the Performing Arts Grant Program, and she announced an L.A. County project entitled "Project One" calling upon musicians ages 14 to 18 to participate.

Commissioner Henderson thanked staff for their hard work and he reported attending: *Taking Over* at the Kirk Douglas Theatre, the opening of the Pan African Film Festival, and the Presidential inauguration. He also noted upcoming performances of *Ain't Misbehavin'* at the Ahmanson.

Commissioner Hanami thanked staff for their hard work and commended Commissioner Henderson for attending the inauguration.

Chair Smashey reported attending a Performing Arts Presenters Conference.

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Adjournment

There being no further business, at 9:40 P.M., the Cultural Affairs Commission adjourned its meeting to a Regular Meeting to be held at 7:00 P.M. on March 10, 2009 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