REGULAR MEETING, JULY 13, 2004
CULTURAL AFFAIRS COMMISSION

PRESIDING: CHAIR SUSAN S. DEEN

Call to Order The Chair called the meeting to order at 7:03 p.m.

Roll Call Present: Julie Lugo Cerra; Susan Deen; Luther L. Henderson, III; Alicia Millikan, and Ronnie Jayne.

Pledge of Allegiance Gayle Smashey led the Pledge of Allegiance to the Flag of the United States.

Staff Present Susan Evans, Community Development Director; Elaine Gerety, Event Supervisor; and, Catherine Range, Publicity and Special Event Intern.

Agenda Posting It was moved by Commissioner Henderson, seconded by Commissioner Millikan and unanimously carried, to receive and file the Secretary's Report regarding the agenda posting for this meeting.

Approval of Minutes It was moved by Commissioner Cerra, seconded by Commissioner Millikan and unanimously carried, to approve the minutes of the Regular Meeting of May 11, 2004 with a correction on page 3 regarding the spelling of Chair Deen's name.

The Chair recognized Gayle Smashey, who wanted to express congratulations to new Commissioner Ronnie Jayne and wished the Commission a successful and productive year. In addition, she offered her service if a subcommittee position opportunity arose that she could assist with.

Item #6 **Presentation Item:**
Introduction of New Commissioner

Ms. Gerety introduced the Commission's new Commissioner, Ronnie Jayne. Ms. Gerety noted Commissioner Jayne's tremendous experience and her role as the incoming president for the International Special Events Society and that staff looked forward to working with her not only on special events but all aspects of Cultural Affairs.

Ms. Gerety also introduced Publicity and Special Event Intern for the summer, Catherine Range. This internship was made possible by a grant from the Los Angeles County Arts Commission. Ms. Gerety commented that Ms. Range is a Phi Beta Kappa member at USC and is doing an exceptional job.

Chair Deen extended her thanks to the Commission for the last year, thanked former Commissioner Langbecker, and extended a warm welcome to Commissioner Jayne. Chair Deen noted that the Commission could not have done it alone and gave a special thank you to staff. She commented that it has been a positive and wonderful year that included a productive workshop, a completed Community Cultural Plan, initial fundraising steps for long range planning, several wonderful art installations, historic plaque installations, as well as a variety of performances and programs to include *Music in the Council Chambers*, the *Summer Sunset Music Festival, The Art of* ... speakers' series, *Art Revolution* and amazing performances from grant recipients. Chair Deen noted that she is very excited about upcoming projects and that it has been an honor to serve as chair. She looked forward to continuing over the next few years the good work the Commission had begun.

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Item #7 **Election of Officers for the 2004-2005 Fiscal Year**

Dr. Henderson nominated Commissioner Millikan to serve as Chair of the Commission for the 2004-2005 fiscal year and Commissioner Cerra as Vice Chair. Commissioner Jayne seconded the motion. Chair Deen asked if there were any other comments. As there were none, the vote was taken.

MOVED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER JAYNE AND UNANIMOUSLY CARRIED, THAT COMMISSIONER MILLIKAN BE APPOINTED AS THE CHAIR OF THE CULTURAL AFFAIRS COMMISSION AND COMMISSIONER CERRA BE APPOINTED AS VICE CHAIR OF THE CULTURAL AFFAIRS COMMISSION FOR THE 2004-2005 YEAR.

The Commissioners changed seats at the dais to assume the newly-elected positions with Chair Millikan presiding over the remainder of the meeting.

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Item #8 **Assignment of Commissioners to Subcommittees**

Chair Millikan opened the item for subcommittee assignments. Commissioner Deen asked for clarification on the subcommittees regarding alternates due to potential a Brown Act violation. Ms. Gerety did confirm that the subcommittees would not have alternates and noted that the matrix included in the Commissioners' packets was outdated. Chair Millikan noted that the staff report did list the current assignments and that would be helpful in reassigning Commissioners to subcommittees. She proposed that each subcommittee be taken one by one.

Dr. Henderson noted that he would like to remain on the Grants and Artist Services subcommittee, but would be willing to give up the Facilities subcommittee. Commissioner Deen indicated that the Facilities subcommittee carries a lighter load then some of the other subcommittees and Chair Millikan asked if Commissioner Jayne would be interested in that role. Commissioner Jayne accepted. Commissioner Deen asked to stay on the Fairs and Festivals subcommittee and Commissioner Jayne noted her interest in serving on that subcommittee as well.

Chair Millikan noted that she would like to stay on the Fundraising subcommittee. Additionally, Commissioner Jayne volunteered for this role as she had chaired fundraisers in the past and has a good foundation of fundraising experience. Chair Millikan offered to give up her place on Grants and Artist Services subcommittee in exchange for a place on the Education in Lifelong Learning subcommittee due to her recent participation on the Community Arts Team. She would like to continue to develop her relationship with the District. Commissioner Henderson offered to relinquish his seat but stay on the Grants and Artist Services subcommittee. Vice Chair Cerra noted that Commissioner Deen had attended the grants workshop and could be an asset to this subcommittee.

Chair Millikan and Vice Chair Cerra asked to stay on the Historic Preservation subcommittee.

Image and Public relations will be filled by Commissioner Henderson and Commissioner Jayne. Commissioner Deen and Vice Chair Cerra requested to stay on the Public Art subcommittee.

Ms. Gerety reviewed a summary of the subcommittee assignments for the 2004-2005 fiscal year as follows:

- Education in Life Long Learning – Henderson/Cerra
- Facilities – Deen/Jayne
- Festivals and Events – Deen/Jayne
- Fundraising – Millikan/Jayne
- Grants and Artist Services – Henderson/Deen
- Historic Preservation – Cerra/Millikan
- Image and Public Relations – Henderson/Jayne
- Public Art – Deen/Cerra

MOVED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER DEEN AND UNANIMOUSLY CARRIED TO APPROVE THE SUBCOMMITTEE ASSIGNMENTS AS SUMMARIZED BY STAFF ABOVE.

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Item #9A **Consideration of Traffic Signal/Utility Box Art Proposals and Recommendation to the City Council**

On behalf of Ms. Byers, Ms. Gerety gave a brief staff report highlighting the origin and scope of the project to include a widely distributed request for proposal (RFP). Nine Submissions were received by the deadline and staff performed a materials test in order to make an informed recommendation to the Cultural Affairs Public Art subcommittee. The materials test was completed in May. In meeting with the Subcommittee it was felt that Joshua Callahan's proposal, utilizing digital images, best met the objectives of the program. The funds for the project come from the percent for art allocation for Town Plaza.

Chair Millikan opened the discussion for questions and comments. Commissioner Deen noted that it was a very unique concept and made the motion to approve the recommendation. Vice Chair Cerra noted that there were some fine proposals and that the recommended art concept is a perfect solution that enhances the space but does not make the area look too cluttered.

MOVED BY COMMISSIONER DEEN, SECONDED BY COMMISSIONER HENDERSON AND UNANIMOUSLY CARRIED THAT THE CULTURAL AFFAIRS COMMISION RECOMMEND TO THE CITY COUNCIL THAT JOSHUA CALLAHAN'S ART CONCEPT BE INSTALLED ON ALL NINE TRAFFIC SIGNAL/UTILITY BOXES IN AND ADAJACENT TO TOWN PLAZA IN AMOUNT NOT TO EXCEED $10,000 FOR THIS PROJECT.

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Item #9B **Consideration of Amendment to the Public Art Concept for *Helms Coach Gone a Rye* at 8695 Washington Boulevard.**

On behalf of Ms. Byers, Ms. Gerety gave a brief staff report and noted that Mr. Marks was in the audience to answer any additional questions. She noted that *Helms Coach Gone a Rye* was created to satisfy the public art requirement for the Beacon Laundry building in the Helms Bakery complex. Mr. Marks had invested over $100,000 in the art work, far above the minimum amount necessary to satisfy the public art requirement. Initially, the project was designed to include an area that would show a road leading up to the coach. However, because Mr. Marks' tenant had expanded the outdoor dining area, the addition of this graphic would be pointless as it would not be visible in a manner as originally conceived.

Chair Millikan asked if there were any questions and comments and Vice Chair Cerra recommended that the motion be made.

MOVED BY VICE CHAIR CERRA, SECONDED BY COMMISSIONER DEEN AND UNANIMOUSLY CARRIED THAT THE ART PROJECT *HELMS COACH GONE A RYE*, AS PRESENTLY EXISTS, BE DEEMED COMPLETE.

Ms. Gerety asked Chair Millikan if Mr. Marks could make a few comments. Mr. Marks addressed the Commission and thanked them for their support for the project. He noted that he is installing a mural on the Los Angeles portion of the complex that is a historical montage of the Helms Bakery and presented a sample rendering. He commented that the mural has a three-dimensional effect but is painted on a two dimensional surface and that it is adjacent to the south side of Venice Blvd.

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Item #10 **Information Items**

A. Update from Subcommittees

Ms. Gerety noted that the *Art of Historic Preservation* featuring Vice Chair Cerra will take place on August 29th at 11:00 a.m. at the Culver Studios.

Vice Chair Cerra thanked staff for ordering the plaques for the Landmark and Significant designated structures and noted that the first two were installed to include the Colonnade at Sony Pictures Entertainment and the Pitti house. Additionally, she noted that LA Conservancy had some misinformation on their website but will be changing it to highlight the correct information regarding Culver City's historic preservation program. She also noted that she was working with IT to showcase some new photographs on the website, including some of Harry Culver which will be important to the Harry Culver sculpture project.

Chair Millikan noted that the Fundraising subcommittee was waiting for the change over on the Commission seats and the workshop on July 24th prior to moving forward with long range planning.

Commissioner Deen noted that Fiesta La Ballona would be coming up in August and planning is progressing smoothly. There will be two days of processional music featuring rock n' roll and world music.

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Item #11. **Commissioners' Comments.**

Commissioner Henderson asked if the announcements of the performing arts grants had been updated on the website. Ms. Gerety noted that they have been included on the community calendar. Commissioner Henderson thanked staff for including the Cultural Affairs Commission on the radio station. He encouraged members of the community see the murals at the Helms Bakery complex.

Commissioner Jayne noted that she was pleased to be a part of the Commissioner and thanked her fellow Commissioners for a warm welcome. She noted that she is looking forward to a very productive and enjoyable term.

Vice Chair Cerra thanked Commissioner Deen for her fine leadership over the last year and welcomed Commissioner Jayne. She noted that the Culver City Historical Society, under the leadership of Anita Shapiro, will begin cleaning plaques on July 21st.

Chair Millikan thanked Commissioner Deen as well for her year of leadership. She commented that becoming Chair was a milestone for her personally and also a very exciting time. She thanked her fellow Commissioners for all of their hard work and leadership examples since the creation of the Commission.

Commissioner Henderson thanked Commissioner Deen for her outstanding leadership over the last year and noted that Culver City has been well served. He also welcomed Commissioner Jayne and noted that he looks forward to working with her. He concluded by saying that the Commission, staff and the insights of the City Council were moving Culver City in the right direction.

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Item #12. **Announcements.**

Ms. Gerety noted that the next *Art Revolution* event will take place on Sunday, August 1st at 12 p.m. and will feature the Henry Mancini Institute from 1 to 4 p.m.

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Item #13. **Director's Comments.**

Ms. Evans gave a brief update regarding the Redevelopment Agency budget and noted that one of the goals of the budget was to create a document that was straightforward, accessible and highlighted work programs and associated funding sources. Cultural Affairs has a variety of funding sources and as indicated tonight, an aggressive work program. One of the goals was to compile all of the Cultural Affairs activities into one document. As such, all of these activities have been noted in the Redevelopment Agency budget. The summary page for Cultural Affairs will be presented at the upcoming workshop later this month. Chair Millikan congratulated Ms. Evans for the presentation of the budget and that it was wonderful to have it as a beacon for future presentations. Commissioner Deen also congratulated Ms. Evans and noted that it was clear, concise and a pleasure to read.

Chair Millikan asked if there was anything that anyone wanted to add to the upcoming workshop agenda. Commissioner Henderson noted that he would like to add a review of the Brown Act.

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Item #14. **Adjournment.**

With no further business for the Commission to consider, the Chair entertained a motion for adjournment.

MOVED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER DEEN AND UNANIMOUSLY CARRIED, TO ADJOURN THE MEETING AT 8:50 P.M. TO THE WORKSHOP ON SATURDAY, JULY 24, 2004 AT 9:00 A.M. IN THE PATIO ROOM AT CITY HALL.

Respectfully submitted,

Alicia Millikan, Chair

Elaine Gerety, Cultural Affairs