Culver CITY

9770 CULVER BOULEVARD
CULVER CITY, CALIFORNIA 90232-0507
Telephone. (310) 253-6000
FAX (310) 253-6010

AGENDA
CULTURAL AFFAIRS FOUNDATION BOARD
REGULAR MEETING
Wednesday, March 18, 2015

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 6:00 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, 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 Foundation Board.

CELL PHONES AND OTHER DISTRACTIONS

Use of cell phones, pagers and other communication devices is prohibited while the Foundation Board meeting is in session. Please turn all devices off or place on a silent alert and leave the room 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 quarterly. Foundation Board 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.

ALD

Assisted Listening Devices are available through Cultural Affairs staff.

Agendas are available on the web @ www.culvercity.org

AGENDA
Cultural Affairs Foundation Board
Regular Meeting

March 18, 2015
4:00 p.m.
Cathedral Room, City Hall
9770 Culver Boulevard
Culver City, CA 90232

CALL TO ORDER & ROLL CALL:

Marla Koosed, Chair
Jeannine Wisnosky Stehlin, Vice Chair
Ashley Rodgers, Treasurer
Leslie Jones, Secretary
Celeste Anlauf
Regina Klein
Andrew Lachman

John Nachbar, CEO

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 December 10, 2014 Regular Meeting. ***Approve Minutes.***

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

A-1. (1) Approval of Financial Reports of the Cultural Affairs Foundation for FY 14/15 through December 31, 2014; and, (2) Approve the Schedule of Disbursements for FY 14/15 through December 31, 2014. ***Approve the financial reports, and receive and file the Schedule of Disbursements.***

A-2. Consideration of a Motion Approving the Transmittal of $4,599.61 in Funds to the City to Support the Technical Enhancement of Veterans Memorial Auditorium. ***Adopt motion.***

A-3. Consideration of (1) Reports from the Board's Ad-Hoc Subcommittees: Culver City Chamber of Commerce Subcommittee, Foundation Mission and Purpose Subcommittee, Fundraising Campaign and Events Subcommittee, Public Relations Subcommittee, and Veterans Memorial Auditorium Fundraising Subcommittee; and, (2) Discussion of the Reports and Potential Approval of Recommendations and/or Provide Direction. ***Receive reports, approve recommendations, and/or provide direction to place certain items on a future agenda for consideration, and/or provide direction.***

PUBLIC COMMENT - Items Not On the Agenda (Continued)

ITEMS FROM STAFF

ITEMS FROM BOARD MEMBERS

ADJOURN

Next Cultural Affairs Foundation Board
Regular Meeting
City Hall – Cathedral Conference Room – Third Floor
June 17, 2015

REGULAR MEETING OF THE CULTURAL AFFAIRS FOUNDATION BOARD, CULVER CITY, CALIFORNIA

December 10, 2014
4:00 P.M.

Call to Order & Roll Call

The meeting of the Cultural Affairs Foundation Board was called to order at 4:02 P.M.

Present: Marla Koosed, Chair
Jeannine Wisnosky Stehlin, Vice Chair*
Ashley Rodgers, Treasurer
Celeste Anlauf, Board Member
Leslie Jones, Board Member
Regina Klein, Board Member**
Andrew Lachman, Board Member***

*Vice Chair Wisnosky Stehlin left the meeting at 5:17 P.M.
**Board Member Klein arrived at 4:06 P.M.
***Board Member Lachman arrived at 5:20 P.M. and left the meeting at 5:55 P.M.

Staff: Christine Byers, Cultural Affairs Coordinator
Susan Obrow, Special Events Coordinator

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Pledge of Allegiance

The Pledge of Allegiance was led by Celeste Anlauf.

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Public Comment – Items Not On the Agenda

Chair Koosed invited public comment.

No speakers came forward and no cards were received.

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Consent Calendar

Item C-1

Meeting Minutes

MOVED BY BOARD MEMBER JONES AND SECONDED BY VICE CHAIR WISNOSKY STEHLIN THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPROVE THE MINUTES OF THE SEPTEMBER 17, 2014 REGULAR MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, JONES, KOOSED, RODGERS, WISNOSKY STEHLIN
NOES: NONE
ABSENT: KLEIN, LACHMAN

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Action Items

Item A-1

Review of Duties of Officers of the Culver City Cultural Affairs Foundation and Election of Officers

Christine Byers, Cultural Affairs Coordinator, introduced the item and provided a brief summary of the material of record.

Board Member Klein joined the meeting at 4:06 P.M.

MOVED BY VICE CHAIR WISNOSKY STEHLIN AND SECONDED BY BOARD MEMBER RODGERS THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPOINT LESLIE JONES TO SERVE AS SECRETARY FOR 2014-2015.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, JONES, KLEIN, KOOSED, RODGERS, WISNOSKY STEHLIN
NOES: NONE
ABSENT: LACHMAN

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Item A-2

Consideration of Appointments to Existing Subcommittees

Christine Byers, Cultural Affairs Coordinator, discussed ad hoc subcommittees.

Chair Koosed proposed nominating Board Members Anlauf and Lachman to serve on the Foundation Mission and Purpose subcommittee.

Board Members discussed preferences for subcommittees they wanted to serve on; subcommittee tasks and responsibilities; and Members' backgrounds.

MOVED BY BOARD MEMBER RODGERS AND SECONDED BY BOARD MEMBER KLEIN THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPOINT CELESTE ANLAUF TO SERVE ON THE 2013-2014 AD HOC VETERANS MEMORIAL AUDITORIUM FUNDRAISING SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, JONES, KLEIN, KOOSED, RODGERS, WISNOSKY STEHLIN
NOES: NONE
ABSENT: LACHMAN

MOVED BY BOARD MEMBER KLEIN AND SECONDED BY BOARD MEMBER JONES THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPOINT JEANNINE WISNOSKY STEHLIN TO SERVE ON THE 2013-2014 AD HOC PUBLIC RELATIONS SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, JONES, KLEIN, KOOSED, RODGERS, WISNOSKY STEHLIN
NOES: NONE
ABSENT: LACHMAN

Board Members agreed to table consideration of the appointment to the Ad Hoc Foundation Mission and Purpose subcommittee until Board Member Lachman could be present.

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Item A-3

(1) Approval of Financial Reports of the Cultural Affairs Foundation for FY 14/15 through September 30, 2014; and, (2) Approve the Schedule of Disbursements for FY 14/15 through September 30, 2014

Christine Byers, Cultural Affairs Coordinator, discussed interconnecting the donations from all sources to create an Excel Workbook; how much is designated from each category from different sources; a statement of revenues and expenses; she distributed materials to Board Members; PayPal fees; the balance sheet; the disbursement sheet; specifically designated donations; and additional information to come forward at the next meeting.

Susan Obrow, Special Events Coordinator, reported that Laura Boccaletti, President of the Culver City Public Theatre, had made a donation to the Foundation.

MOVED BY VICE CHAIR WISNOSKY STEHLIN AND SECONDED BY BOARD MEMBER RODGERS THAT THE CULTURAL AFFAIRS FOUNDATION BOARD:

1. REVIEW AND APPROVE THE FINANCIAL INFORMATION FOR FY 2014/15 TO SEPTEMBER 30, 2014; AND,

2. APPROVE THE SCHEDULE OF DISBURSEMENTS FOR FY 2014/15 TO SEPTEMBER 30, 2014.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, JONES, KLEIN, KOOSED, RODGERS, WISNOSKY STEHLIN
NOES: NONE
ABSENT: LACHMAN

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Item A-4

Consideration of (1) Reports from the Board's Ad-Hoc Subcommittees: Culver City Chamber of Commerce Subcommittee, Foundation Mission and Purpose Subcommittee, Fundraising Campaign and Events Subcommittee, Public Relations Subcommittee, and Veterans Memorial Auditorium Fundraising

Subcommittee; and, (2) Discussion of the Reports and Potential Approval of Recommendations and/or Provide Direction

Chair Koosed suggested hearing reports in a specific order due to the time sensitive nature of certain items.

Susan Obrow, Special Events Coordinator, discussed efforts of the Veterans Memorial Auditorium Fundraising Subcommittee, reported on the lunch forum held on October 30; discussed adapting the space for different sized performances; accommodating the needs of different organizations; the architecture talks; the lighting equipment purchase; additional funds to be raised for the film projection equipment purchase; the relationship with Sony; seeking expertise to review lighting quotes; the proposed contractor; funding sources; meetings with artistic groups and with the building engineer; plans for the upcoming dance forum; the Cultural Trust Fund; necessary approvals; civic theatre spaces of comparable size; figuring out how to use the existing basketball court for performances; the fixed stage; multi-purpose rooms in other areas; exit lighting; and sound quality.

Christine Byers, Cultural Affairs Coordinator, provided an update on the Fundraising Campaign and Events Subcommittee; discussed the proclamation presented for Arts and Humanities month at the October 13, 2014 City Council meeting; outreach; and she distributed the final letter and form for Giving Tuesday.

Susan Obrow, Special Events Coordinator, reported that the Society for the Activation of Social Space through Art and Sound grant performance was promoted at the October City Council meeting.

Chair Koosed thanked staff for their assistance on Giving Tuesday; provided an update on the event; discussed publicity; timing; and suggestions for next year.

Discussion ensued between staff and Board Members regarding publicity; adding a link to the City website; the process of building events; additional business districts; the architecture talks; rentals; total event costs; ticket sales; parking; the Steven Ehrlich event; sponsors; tax deductions for ticket purchase; details of the event on February 23; clarification that Susan Obrow had not been directed to work on the event but would provide guidance; volunteers; the Kirk Douglas Theatre; contacts with AVPA; staffing and organization; Studio Pali Fekete architects [SPF:a]; concern with the amount of people involved in the Steven Ehrlich event; coordinating the date for the third architecture event; lead time for events; templates for press releases, e-blasts, etc.; the difficulty of selling a ticket package for all three architecture talks; the draft press release; naming the series; Eventbrite; publicity and outreach; creating a video to promote the events; and hiring a professional events coordinator.

Vice Chair Wisnosky Stehlin exited the meeting at 5:17 P.M.

Susan Obrow, Performing Arts and Special Events Coordinator, discussed the possibility of using the City videographer.

Board Member Lachman joined the meeting at 5:20 P.M.

Christine Byers, Cultural Affairs Coordinator, provided an update on the Culver City Chamber of Commerce Subcommittee noting that items from the September meeting had been tabled to the current meeting and the original attachments were included in the current agenda packet along with a report from Vice Chair Wisnosky Stehlin on an event she had attended in September.

Discussion ensued between Board Members and staff regarding the appointment of members to the Subcommittee; Chamber meetings; non-profit organizations in the City; the amount of goodwill generated by the Cultural Affairs Foundation being a member of the Chamber of Commerce; the desire for additional participation; a suggestion to promote the architecture talks through the Chamber; fee reimbursement; subcommittee member attendance; monthly breakfast meetings; networking; instruction to retain receipts for functions attended; and revisiting the financials in March 2015.

Chair Koosed reported that the Foundation Mission and Purpose Subcommittee had not met.

Christine Byers, Public Art and Historic Preservation Coordinator, reported that the Board had chosen to carry the item over to the current meeting; noted that the information regarding the Taproot Foundation submitted by Member Klein at the last meeting had been included with the current agenda item.

Discussion ensued between staff and Board Members regarding notification regarding Subcommittee meetings; verbal updates;

changes to the Foundation; the Taproot Foundation; maximizing resources; finding a grant to move forward; putting a strategic plan in place to move forward; the upcoming capital campaign; the planned Fundraising Events subcommittee; the amount of work involved; the need to be committed and ready in order to move forward; staff dedicated to the task; the current staffing situation in the City; timing; clarification that the Taproot Foundation is Board driven, not staff driven; and an observation that the Taproot Foundation rents space at Veterans Memorial Building.;

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Item A-2
(Continued)

Review of Duties of Officers of the Culver City Cultural Affairs Foundation and Election of Officers

MOVED BY BOARD MEMBER KLEIN AND SECONDED BY BOARD MEMBER RODGERS THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPOINT ANDREW LACHMAN AND CELESTE ANLAUF TO SERVE ON THE FOUNDATION MISSION AND PURPOSE SUBCOMMITTEE FOR 2013-2014.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES:	ANLAUF, JONES, KLEIN, KOOSED, LACHMAN, RODGERS
NOES:	NONE
ABSENT:	WISNOSKY STEHLIN

Discussion ensued between staff and Board Members regarding forwarding information to the Subcommittee before the next meeting; the budget process for next year; wrapping up loose ends; having a discussion of what the Foundation is, has done and reviewing the bylaws; examining resources; and moving the process forward.

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Item A-4
(Continued)

Consideration of (1) Reports from the Board's Ad-Hoc Subcommittees: Culver City Chamber of Commerce Subcommittee, Foundation Mission and Purpose Subcommittee, Fundraising Campaign and Events Subcommittee, Public Relations Subcommittee, and Veterans Memorial Auditorium Fundraising Subcommittee; and, (2) Discussion of the Reports and Potential Approval of Recommendations and/or Provide Direction

MOVED BY CHAIR KOOSED AND SECONDED BY BOARD MEMBER KLEIN THAT THE CULTURAL AFFAIRS FOUNDATION BOARD:

1. RECEIVE AND DISCUSS REPORTS FROM THE AD HOC SUBCOMMITTEES; AND,

2. SPECIFICALLY FOR THE FOUNDATION MISSION AND PURPOSE SUBCOMMITTEE: RECONVENE, TAKE WHAT WAS AND MOVE FORWARD WITH A MEETING AND FORMULATE A RECOMMENDATION COMING BACK TO THE BOARD IN MARCH.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES:	ANLAUF, JONES, KLEIN, KOOSED, LACHMAN, RODGERS
NOES:	NONE
ABSENT:	WISNOSKY STEHLIN

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Public Comment – Items Not on the Agenda

Chair Koosed invited public comment.

No speaker cards were received and no speakers came forward.

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Items from Staff

Susan Obrow, Special Events Coordinator,
reported that the City Council had approved the Performing Arts Grants at the meeting of December 8, 2014; she reported on upcoming performances and rehearsals taking place at Veterans Memorial Building; and she distributed brochures for the facility.

Board Member Lachman indicated that he was pleased to be part of the Foundation and he exited the meeting at 5:55 P.M.

Christine Byers, Cultural Affairs Coordinator, reported the planned resubmission of the Our Town grant by the City together with six non-profits for the proposed Culver City Cultural Corridor; discussed groups involved in the grant process; last year's submission; provided an update on the wrapped utility boxes in the downtown area; the feature article in the Lufthansa in-flight magazine several years ago; the new feature article in the Swiss International Airlines in-flight magazine; and maintenance and restoration of permanent public artworks throughout the city.

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Items from Board Members

Chair Koosed reported on her visit to the Chino Women's Correctional Facility for The Actors' Gang Prison Project.

Board Member Klein discussed putting arts and rehabilitation back into the prison system.

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Adjournment

There being no further business, at 6:01 P.M., the Cultural Affairs Foundation Board adjourned to a meeting to be held at 4:00 P.M. on March 18, 2015 in the Cathedral Conference Room at City Hall.

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Martin Cole
CITY CLERK of Culver City, California
EX-OFFICIO CLERK of the City Council of Culver City, California

APPROVED ____________________

MARLA KOOSED
CHAIR of the Culver City Cultural Affairs Foundation Board

Minutes Preparation: Kristi Callan

City of Culver City, California

Agenda Item Report

Meeting Date: 03/18/15	Item Number: A-1
CULTURAL AFFAIRS FOUNDATION BOARD AGENDA ITEM: (1) Approval of Financial Reports of the Cultural Affairs Foundation for FY 2014/15 to December 31, 2014; and, (2) Approve the Schedule of Disbursements for FY 2014/15 to December 31, 2014.	
Contact Person/Dept: Christine Byers/ City Manager's Office	Phone Number: (310) 253-6003
Fiscal Impact: Yes [] No [X]	General Fund: Yes [] No []
Public Hearing: [] Action Item: [X]	Attachments: []
Public Notification: Meetings and Agendas – Cultural Affairs Commission (03/13/15)	
Departmental Approval: N/A	Chief Executive Office Approval: Martin Cole (03/13/15)

RECOMMENDATION:

Staff recommends that the Cultural Affairs Foundation Board (Board) (1) receive and file the financial information presented; and, (2) approve the schedule of disbursements to December 30, 2014.

BACKGROUND/ DISCUSSION:

Staff presents financial statements for review and approval by the Board at each Regular meeting of the Board.

The quarterly financial statements for the 2nd Quarter of FY 2014/15 (October 1 – December 31, 2014) will be presented at the meeting.

The schedule of disbursements for the period October 1 – December 31, 2014 will be presented at the meeting.

FISCAL ANALYSIS:

There is no additional fiscal impact to what is included in the financial reports and schedule of disbursements.

ATTACHMENTS:

None – Staff will make a presentation and distribute the quarterly financial statements and the schedule of disbursements during the meeting.

MOTION:

That the Cultural Affairs Foundation Board:

1. Review and approve the financial information for FY 2014/15 to December 31, 2014; and,

2. Approve the Schedule of Disbursements for FY 2014/15 to December 31, 2014.

City of Culver City, California
Agenda Item Report

Meeting Date: 03/18/15		Item Number: A-2
CULTURAL AFFAIRS FOUNDATION BOARD AGENDA ITEM: Consideration of a Motion Approving the Transmittal of $4,599.61 in Funds to the City to Support the Technical Enhancement of Veterans Memorial Auditorium.		
Contact Person/Dept.: Christine Byers/ City Manager's Office	Phone Number: (310) 253-6003	
Fiscal Impact: Yes [X] No []	General Fund: Yes [] No [X]	
Public Hearing: []	Action Item: [X]	Attachments: []
Public Notification: Meetings and Agendas – Cultural Affairs Commission (03/13/15)		
Departmental Approval: N/A	Chief Executive Officer Approval: Martin Cole (03/13/15)	

RECOMMENDATION:

Staff recommends that the Cultural Affairs Foundation Board (Board) adopt a motion approving the transmittal of up to $4,599.61 in funds to the City in support of Veterans Memorial Auditorium.

BACKGROUND/DISCUSSION:

Article II, Section 4 of the Cultural Affairs Foundation's Bylaws (Bylaws) provide the following:

> "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."

The Foundation is currently in receipt of $1,248.38 in net proceeds from the ***architectureTALKS*** fundraisers held on January 25th and February 23rd 2015. An additional $1,351.23 is expected ($851.23 in net ticket sales revenue from Eventbrite for the February 23rd fundraiser and $500 from MATT Construction), which upon receipt, will bring the total net proceeds for the two ***architectureTALKS*** fundraisers to $2,599.61. Pursuant to Board action taken in

2013 and 2014, all proceeds from the 2014-15 ***architectureTALKS*** fundraiser series are to support the technical enhancement of the stage at Veterans Memorial Auditorium with the intent of increasing public performances and film screenings in that venue.

Additionally, there are $4,672.54 available in Unrestricted funds. There are also $2,151.02 in funds donated since FY 2011/12 for programs that were eliminated in 2012 in conjunction with the dissolution of the former Culver City Redevelopment Agency (*Made in Culver City - $431.92*, *Music in the Chambers - $1,619.10*, and *Speak Easy - $100.00*). In light of the fact that it has been more than two years with insufficient funds raised to produce any of these programs (combined with extremely limited staff resources), staff recommends that the Board reallocate the $2,151.02 designated for those programs toward Unrestricted Funds for a total of $6,823.56. Staff recommends that $2,000.00 from Unrestricted Funds be transferred to the City to support Veterans Memorial Auditorium. (The remaining $4,823.56 of Unrestricted Funds is required to offset upfront costs associated with the third ***architectureTALKS*** fundraiser scheduled for June 7, 2015 and to pay for Board expenses, including the annual insurance premium, which will become due at the end of FY 2014-15 and in early FY 2015-16.)

Pursuant to the Bylaws, staff recommends the Board adopt a motion authorizing the CEO to transmit a total $4,599.61 to the City of Culver City to support Veterans Memorial Auditorium. The Board's action will be forwarded as a recommendation to the City Council who will make the final determination as to the appropriate use of the funds.

FISCAL ANALYSIS:

This proposed action would authorize the transfer of $4,599.61 in funds from the Culver City Cultural Affairs Foundation to the City.

ATTACHMENTS:

A revenue/expenditure summary will be provided to the Board at the meeting on March 18, 2015.

MOTION:

That the Cultural Affairs Foundation Board:

Adopt a motion approving the transmittal of $4,599.61 in funds to the City of Culver City in support of Veterans Memorial Auditorium.

City of Culver City, California

Agenda Item Report

Meeting Date: 03/18/15	Item Number: A-3
CULTURAL AFFAIRS FOUNDATION BOARD AGENDA ITEM: Consideration of (1) Reports from the Board's Ad-Hoc Subcommittees: Culver City Chamber of Commerce Subcommittee, Foundation Mission and Purpose Subcommittee, Fundraising Campaign and Events Subcommittee, Public Relations Subcommittee, and Veterans Memorial Auditorium Fundraising Subcommittee; and, (2) Discussion of the Reports and Potential Approval of Recommendations and/or Provide Direction.	
Contact Person/Dept.: Christine Byers/ City Manager's Office	Phone Number: (310) 253-6003
Fiscal Impact: Yes [] No [X]	General Fund: Yes [] No []
Public Hearing: [] Action Item: [X]	Attachments: []
Public Notification: Meetings and Agendas – Cultural Affairs Commission (03/13/15)	
Departmental Approval: N/A	Chief Executive Officer Approval: Martin Cole (03/13/15)

RECOMMENDATION:

Staff recommends that the Cultural Affairs Foundation Board (Board) receive reports from the Foundation Board's five ad hoc subcommittees and (if desired) discuss the reports, approve the recommendations and/or provide direction.

BACKGROUND/DISCUSSION:

There are currently five (5) Foundation Board ad hoc subcommittees. The Ad Hoc Culver City Chamber of Commerce Subcommittee was created and members appointed at the September 17, 2014 Foundation Board meeting.

AD HOC:

- Culver City Chamber of Commerce
- Foundation Mission and Purpose
- 2013-2014 Fundraising Campaign and Events
- 2013-2014 Public Relations
- 2013-2014 Veterans Memorial Auditorium Fundraising

Staff has not received any written subcommittee reports since the last Board meeting in December 2014, however, subcommittees may provide an oral report to the Board. Depending on the subject matter and particular circumstances, items from the subcommittees that require action by the full Board may need to be placed on a future meeting agenda for action.

FISCAL ANALYSIS:

Discussion of the subcommittees' reports will not, by itself, create a fiscal impact. The fiscal impact of various proposals will depend on the ultimate decision of the Foundation Board.

ATTACHMENTS:

None.

MOTION:

That the Cultural Affairs Foundation Board:

1. Receive and discuss reports from the ad hoc subcommittees; and,

2. (If desired) Approve recommendations (or, if determined by the CEO, provide direction to place certain items on a future agenda for consideration) and/or provide direction.