

REGULAR MEETING, JULY 11, 2006
CULTURAL AFFAIRS COMMISSION

PRESIDING: CHAIR SUSAN DEEN

**Call to Order
7:05 p.m.**

The Chair called the meeting to order at 7:05 p.m.

Roll Call

Present: Susan Deen; Luther L. Henderson, III; Clement Hanami; and, Ronnie Jayne.

Gayle Smashey's absence was excused.

**Pledge of
Allegiance**

Charles Deen led the Pledge of Allegiance to the Flag of the United States.

Staff Present

Christine Byers, Public Art & Historic Preservation Coordinator; and, Susan Obrow, Theatre Coordinator and Special Events Producer.

Item #C-1.

Agenda Posting.

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

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**Item #A-1.
7:07 p.m.**

Election of Officers for 2006 - 2007 Fiscal Year.

Commissioner Henderson voiced gratitude to Chair Jayne for her hard work over the previous year, noting the CAC had a number of accomplishments under her chairmanship.

MOVED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER HANAMI AND UNANIMOUSLY CARRIED, TO ELECT COMMISSIONER DEEN AS THE NEW CHAIR OF THE CULVER CITY CULTURAL AFFAIRS COMMISSION.

CHAIR DEEN OFFERED A FRIENDLY AMENDMENT TO INCLUDE IN THAT MOTION THE ELECTION OF COMMISSIONER HENDERSON AS VICE-CHAIR OF THE CULTURAL AFFAIRS COMMITTEE.

THE AMENDMENT WAS ACCEPTED BY COMMISSIONER HENDERSON, SECONDED BY COMMISSIONER HANAMI AND UNANIMOUSLY CARRIED.

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**Item #A-2.
7:11 p.m.**

Assignment of Commissioners to Sub-Committees for 2006 - 2007 Fiscal Year.

IT WAS MOVED BY VICE-CHAIR HENDERSON, SECONDED BY COMMISSIONER JAYNE AND UNANIMOUSLY CARRIED, TO MAKE THE FOLLOWING SUB-COMMITTEE APPOINTMENTS:

<u>Sub-Committee</u>	<u>Commissioners</u>
Education in Life Long Learning Facilities	Jayne, Smashey Hanami, Henderson
Festivals and Events	Jayne, Smashey
Fundraising	Deen, Henderson
Grants and Artist Services	Deen, Henderson
Historic Preservation	Deen, Hanami
Image and Public Relations	Hanami, Henderson
Public Art	Jayne, Smashey

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**Item #A-3.
7:18 p.m.**

Consideration of Draft Notice of Funding Availability (NOFA) for the 2007 Performing Arts Grant Program.

Ms. Obrow presented a summary staff report that the City of Culver City has sponsored a Performing Arts Grants program since 1994 and that the City's Municipal Code stipulates that 25 percent of the money paid into the Art Fund during the previous fiscal year shall be allocated toward the Performing Arts Grant program for the following fiscal year. \$25,000 has been allocated from the Art Fund for Fiscal Year 06 – 07 based on this formula to which \$8,824 was approved by the City Council as a carryover from last fiscal year. Ms. Obrow noted that staff is also recommending the allotment of an additional \$15,000 from a larger grant expected from Sony Pictures Entertainment. The total funding available for the 2007 calendar year will be \$48,824 if these additional appropriations are approved.

She reported that staff and the Grants and Artist Services subcommittee recently met and suggested the following substantive changes to the 2007 NOFA: Removing the language regarding fee waivers for City-owned or operated facilities resulting in grant recipients choosing the Veterans Memorial Complex for rehearsal and/or performances being charged the rate reserved for charitable organizations based in Culver City; and, eliminating the Performance History in Culver City category from the scoring criteria and including an additional ten points for Artistic Excellence of Proposed Work in its stead.

Ms. Obrow also advised that staff and the subcommittee discussed the following process and schedule for the coming year: the RFP will be released July 24th, the application workshop will be held August 9th, the application deadline will be September 8th; vetted proposals will be distributed to the review panel September 21st, the review panel will convene to make its recommendation

on October 10th, the CAC will review recommendations for funding on November 14th, and the City Council will make the final grant awards on December 11th.

Chair Deen entertained comments and/or questions from the Commission.

Commissioner Hanami inquired about the rationale behind eliminating the fee waivers for City-owned or operated facilities.

Ms. Byers explained that this particular issue has been the subject of ongoing discussions for over a year and that the City is currently in the process of implementing changes in general with regard to fee waivers. She indicated that fee waivers were scrutinized by some Council members when final recommendations were taken to the Council last year for performing arts grants, saying the proposed change was in part a response to a specific direction from Council as well as a means of conforming to the general changes taking place in the City. She advised that the Veterans Memorial Complex is operated by the Parks, Recreation and Community Services Department; that operations costs are covered by the General Fund; and, that the fee waivers did have an effect on the revenue stream into the General Fund.

Ms. Obrow noted that at this point in time, fee waivers apply specifically to the Veterans Memorial Complex. She indicated that in the past, fee waivers for the Ivy Substation were very attractive to arts groups considering performing in Culver City. Since the Ivy Substation is no longer available for the Performing Arts Grant program and staff is still searching for an alternative performing arts space, theater companies will likely be looking for other site-specific venues and not rely exclusively on the Veterans Memorial Complex.

Ms. Byers noted that the City Council approved a special agreement with the Culver City Symphony exempting them from the fee waiver clause in the NOFA through 2008.

Commissioner Hanami stated that he hopes as the process moves forward that the City Council will be sensitive to the fact that many companies or organizations might be submitting applications because fee waivers have been granted in the past, saying he is optimistic that an arrangement similar to the one granted the Culver City Symphony might be available to other groups.

Vice-Chair Henderson advised that the Culver City Symphony is the "official symphony" of Culver City which is why they have been granted this particular fee waiver arrangement. He noted that the rates for other groups wishing to use facilities at the Veterans Memorial Complex would vary according to their specific needs and that the rates will be equivalent to those

reserved for charitable organizations which presumably are far less than those charged to outside groups who wish to utilize the City's facilities.

Vice-Chair Henderson remarked that the second major change, eliminating the Performance History in Culver City category from the scoring criteria, was made because it was patently unfair to automatically deduct ten points from organizations new to Culver City. He noted that staff and the subcommittee felt it would be much better to add those points to artistic excellence, thereby leveling the playing field and making it more equitable for all.

Commissioner Jayne stated she presumed some of the grant awards might be higher to compensate for the fee waiver being eliminated. She suggested including some additional language in the third bullet point under "Application Guidelines" to alert applicants to the change in this policy.

Commissioner Jayne commented that she was very pleased by the change in scoring that eliminated the performance history category and using those points instead to acknowledge and reward artistic excellence.

Ms. Obrow noted that Commissioner Smashey had asked that she pass along her comment requesting that performing artists provide specific details in advance to the Commission of their performances, saying staff recommends including that request in the cover letter accompanying grant award contracts.

MOVED BY VICE-CHAIR HENDERSON, SECONDED BY COMMISSIONER HANAMI AND UNANIMOUSLY CARRIED, THAT THE CULVER CITY CULTURAL AFFAIRS COMMISSION APPROVE THE 2007 NOTICE OF FUNDING AVAILABILITY (NOFA) WITH THE CHANGES NOTED IN THIS DISCUSSION.

Chair Deen clarified that the motion should include adding a notation to the third bullet point under "Application Guidelines" regarding fee waivers no longer being available as the result of a change in City policy.

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7:38 p.m.

Public Comment.

None.

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7:39 p.m.

Receipt of Correspondence.

None.

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7:40 p.m.

Items From Staff.

Ms. Obrow announced that on June 26th the City Council approved a motion for staff to move forward to complete the process of establishing a 501(c)(3) for Cultural Affairs, noting that some adjustments requested by the Council had been made. She reported that the necessary documents were being prepared by staff and that the process is anticipated to be completed in approximately nine months. She advised that one of the next steps is the appointment of a Board of Directors and suggested the Commissioners revisit their recommendations for potential candidates and that this item would be included on the August 8th meeting agenda.

Ms. Obrow provided a brief summary of the cultural events taking place in Culver City including the Summer Sunset Music Festival. She concluded by advising that discussions were under way for next year's Music in the Chambers series.

Ms. Byers reported that the Cultural Affairs Division's summer intern was currently working on a comprehensive review of the City's Public Art Ordinance and that some very good progress was being made on an overview of maintenance and conservation of the City's public art collection.

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7:45 p.m.

Items from Commissioners.

Commissioner Hanami thanked outgoing Chair Jayne and incoming Chair Deen for their support and mentorship over the past year, saying his first year on the CAC had been very entertaining and productive. He wished the new Chair and Vice-Chair much success in the coming year.

Commissioner Jayne congratulated the new Chair and Vice-Chair, noting it had been a great year filled with many wonderful accomplishments, and she was eager to move forward with the 501(c)(3).

Vice-Chair Henderson congratulated Commissioner Hanami for his re-appointment, wishing him much success and a productive four years.

He advised that he had a good preliminary meeting regarding the Music in the Chambers series, saying he was continuing to strive to ensure first-class musical entertainment for the community. He noted there were a number of sponsors for the Summer Sunset Music Festival and inquired whether the City has a specific policy regarding sponsorships.

Ms. Obrow indicated that staff would report back to the

Commission on future sponsorship plans.

Vice-Chair Henderson remarked that he was extremely pleased that the City Council had finally granted approval of the 501(c)(3) for Cultural Affairs, saying he looks forward to working with some influential individuals who will help enhance and strengthen the Commission's cultural aspirations.

Chair Deen thanked former Chair Jayne for a wonderful year and congratulated Commissioner Hanami on his new full four-year term, saying she is very excited about the progress the CAC has made not only in the previous year but during her entire tenure on the Commission and that she is looking forward to a wonderful year.

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7:55 p.m.

Adjournment.

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

MOVED BY COMMISSIONER JAYNE, SECONDED BY VICE-CHAIR HENDERSON AND UNANIMOUSLY CARRIED, TO ADJOURN THE MEETING AT 7:55 P.M. TO THE NEXT REGULAR MEETING ON TUESDAY, AUGUST 8, 2006 AT 7:00 P.M. IN THE MIKE BALKMAN COUNCIL CHAMBERS, CITY HALL.

Respectfully submitted,



Susan Deen, Chair

Debra Presutti, Minutes Reporter