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AGENDA

Cultural Affairs Commission

March 8, 2005

7:00 p.m.

Mike Balkman Council Chambers

CALL TO ORDER & ROLL CALL:

Chair Alicia Millikan
Vice Chair Julie Lugo Cerra
Commissioner Susan Deen
Commissioner Ronnie Jayne
Commissioner Luther Henderson

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. Receive and file Secretary's Report on Posting of Agenda. *Approve report*

C-2. Approval of Minutes: January 11, 2005 Town Hall Meeting

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

A-1. Consideration of Architecture as Art Concept for 8601 – 8637 Washington Boulevard
Approve recommendation.

A-2. Formation of 501(c)3 for Cultural Affairs
Approve recommendation.

PUBLIC COMMENT - Items Not On the Agenda (Continued)

RECEIPT OF CORRESPONDENCE

ITEMS FROM STAFF

ITEMS FROM COMMISSIONERS

ADJOURN

Next Regular Cultural Affairs Commission Meeting
April 12, 2005
7:00 PM

Upcoming Public Meeting Schedule –Tentative - March 2005

Date	Day	Time	Location
City Council			
March- 7	Monday	7:00PM	Council Chambers
March- 14	Monday	7:00PM	Council Chambers
March- 21	Monday	7:00PM	Council Chambers
March- 28	Monday	7:00PM	Council Chambers
Redevelopment Agency			
March - 7	Monday	7:00PM	Council Chambers
March - 21	Monday	7:00PM	Council Chambers
Civil Service Commission			
March - 2	Wednesday	5:00PM	Council Chambers
Cultural Affairs Commission			
March - 8	Tuesday	7:00PM	Council Chambers
Parks & Recreation Commission			
March - 1	Tuesday	7:00PM	Council Chambers
Planning Commission			
March - 9	Wednesday	7:00PM	Council Chambers
March - 23	Wednesday	7:00PM	Council Chambers

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

City of Culver City, California
Cultural Affairs Agenda Item Report

Meeting Date: March 8, 2005		Item Number: <u>A-2</u>	
AGENDA ITEM: Consideration of Formation of the Culver City Community Cultural Foundation as a 501 (c) (3) Entity to Support Cultural Affairs Initiatives and Programs.			
Contact Person/Dept.: Linda Simmons		Phone Number: (310) 253-5762	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Master Notification List			
Department Approval: Susan Evans		Exec. Director Approval: N/A	
City Controller Approval: N/A			

RECOMMENDATION:

That the Cultural Affairs Commission consider the formation of the Culver City Community Cultural Foundation as a 501 (c) (3) entity to support Cultural Affairs initiatives and programs and direct staff to bring the recommendation to City Council for approval.

BACKGROUND

The Culver City Cultural Affairs Community Cultural Plan was adopted by the City Council on November 24, 2003. One of the objectives noted in the plan was to explore the development of a 501 (c) (3) entity that would support the initiatives and programs of the Cultural Affairs Commission. The classification of a 501 (c) (3) allows organizations to be tax exempt as well as receive charitable contributions. The Cultural Affairs Commission held a workshop on November 18, 2004 to review and discuss the research that staff had completed on 501 (c) (3) entities in several cities. In addition, a meeting with the Redevelopment Agency Economic Development Subcommittee and the Cultural Affairs Commission Fundraising Subcommittee was held on January 25, 2005 to review the research and to make a recommendation about moving forward with the idea. After serious discussion, it was determined that the development of a 501 (c) (3) would be a beneficial tool for the Commission to use in achieving the objectives set forth in the Community Cultural Plan.

City of Culver City, California
Cultural Affairs Agenda Item Report

DISCUSSION:

Development of a 501 (c) (3) will offer greater access to funding sources for arts and culture in the City. A non-profit organization will be more competitive in applying for grants than a unit of City of government would be in applying for the same funds. Many grants are limited to non-profit organizations.

A 501 (c)(3) organization requires a Board of Directors, a fiscal agent, Articles of Incorporation, and By-laws. The Articles of Incorporation for the organization must limit the organization's purpose to one or more of the exempt purposes as outlined in the IRS Publication 557. It is suggested that the title of the organization be the "Culver City Community Cultural Foundation" and that the purpose of the organization be as follows:

"The public and charitable purposes for which this corporation is organized are to lessen the burden of government and to promote and support the historic preservation, public art and cultural programming services and needs of the City of Culver City. "

The composition and structure of the Board of Directors can take many forms, but after lengthy discussion and analysis, staff recommends that the Board have five members that are appointed by the Cultural Affairs Commission. The rationale behind this structure is that the non-profit organization will report to the Cultural Affairs Commission which has the responsibility to follow the Community Cultural Plan. The Commission ultimately reports to the City Council, which clearly defines the levels of responsibility, however the City Council does not need to have the added burden of overseeing the non-profit organization directly.

FISCAL ANALYSIS:

Until the scope of the project is fully realized, it is difficult to calculate what the total fiscal impact of this proposed organization would be. Currently, staff has budgeted monies to fund the associated fees with filing and legal review to begin the process. Should the Commission choose to move this recommendation forward to Council consideration, staff will develop a detailed list of potential costs for consideration.

City of Culver City, California
Cultural Affairs Agenda Item Report

MOTION:

That the Culver City Cultural Affairs Commission recommend that a 501 (c) (3) non-profit organization, entitled the "Culver City Community Cultural Foundation," be formed and direct staff to bring this recommendation to the City Council for approval and initiation.