

***These Meetings Minutes are not official until approved by the
Martin Luther King, Jr. Celebration/Juneteenth Celebration
Advisory Committee***

REGULAR MEETING OF THE
MARTIN LUTHER KING JR. CELEBRATION AND
JUNETEENTH CELEBRATION ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

April 16, 2025
6:30 P.M.

Call to Order and Roll Call

Vice Chair Kearney called the regular meeting of the Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee to order at 6:46 P.M. at the Culver City Senior Center.

Present: Amber Kearney, Vice Chair
Karena Bibbins-McKeever, Member
Lisa Gordon Cain, Member
Curtis Raynor, Member
Carissa Joy Smith, Member

Absent: LaToya Hearn, Chair
Christian Green, Member
Andrew Weiss, Member

Staff: Dorian Jackson, Associate Analyst
Justin Kleeman, Communications and Public
Information Manager
Edgar Varela, Special Events Manager

o0o

Pledge of Allegiance

Member Smith led the Pledge of Allegiance.

o0o

Public Comment for Items NOT On the Agenda

Dorian Jackson, Associate Analyst, reported that no public comment had been received for Items NOT On the Agenda.

o0o

Receipt of Correspondence

Dorian Jackson, Associate Analyst, reported that no correspondence had been received.

o0o

Consent Calendar

Item C-1

**Approval of the Minutes for the Martin Luther King Jr.
Celebration and Juneteenth Celebration Advisory Committee
Meeting of February 19, 2025**

MOVED BY MEMBER RAYNOR, SECONDED BY MEMBER SMITH AND
UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS),
THAT THE MARTIN LUTHER KING JR. CELEBRATION AND JUNETEENTH
CELEBRATION ADVISORY COMMITTEE APPROVE MINUTES FOR THE MARTIN
LUTHER KING JR. CELEBRATION AND JUNETEENTH CELEBRATION
ADVISORY COMMITTEE MEETING OF FEBRUARY 19, 2025.

o0o

Order of the Agenda

No changes were made.

o0o

Action Items

Item A-1

**MLKJCC – Discuss the Role of the PR and Marketing for Martin
Luther King Jr. Celebration and Juneteenth Celebration Ad Hoc
Subcommittee**

Justin Kleeman, Communications and Public Information Manager provided a brief presentation on efforts to communicate to the community about the upcoming Juneteenth Celebration; he discussed outreach methods; past and future outreach; efforts to do something different each year to keep things fresh; and he encouraged anyone with questions to reach out.

Discussion ensued between staff and Committee Members regarding the role of the ad hoc subcommittee; openness of staff to work with Members; potential places to post the event; press listings; event postings; BLK Events LA; openness to additional suggestions; the ability of the Committee to post approved language; virtual town squares; the location at the Ivy Station; Committee input into the design; appreciation for different perspectives; roles and responsibilities of the Committee including support of the Communications and Public Information Manager by providing media recommendations and media outreach as necessary, review and/or provide recommendations on design for the Juneteenth flyer, and help with posting and distribution of flyers and content; posting a Save the Date on May 12; ideal times to post; Eventbrite registration; and a request that Mr. Kleeman return with a status update at the next meeting.

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER BIBBINS-MCKEEVER AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE ACCEPT THE ROLES AND RESPONSIBILITIES OF THE PR AND MARKETING AD HOC SUBCOMMITTEE TO HELP WITH MEDIA RECOMMENDATIONS, POSTING FLYERS, CONTENT, RECOMMENDATIONS, FEEDBACK ON FLYERS AND POSTERS FOR JUNETEENTH, AND SUPPORT THE COMMUNICATIONS MANAGER.

o0o

Item A-2

MLKJCC - 1) Approval of Start Time and Duration; 2) Receive and File the Draft Run of Show for the 2025 Juneteenth Celebration

Edgar Varela, Special Events Manager, presented the sample draft Run of Show.

Discussion ensued between staff and Committee Members regarding event time.

MOVED BY MEMBER RAYNOR, SECONDED BY MEMBER SMITH AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE APPROVE THE EVENT TIME FOR THE JUNETEENTH CELEBRATION 2025 TO BE FROM 1:00 P.M. TO 4:00 P.M.

Discussion ensued between staff and Committee Members regarding a suggestion to include Members of the Committee in the introductions; corrections to times in the draft; and subcommittee updates at the next meeting.

Member Cain moved to accept the Run of Show with requested changes and Member Bibbins-McKeever seconded the motion.

Additional discussion ensued between staff and Committee Members regarding making additions or changes.

Member Cain withdrew her motion pending further discussion.

Further discussion ensued between staff and Committee Members regarding the puppet show; approval of the structure; and the ability for content to be added.

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER SMITH AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE ACCEPT THE RUN OF SHOW DRAFT WITH THE UPDATED TIMES AND CHANGES AS DISCUSSED.

o0o

Item A-3

MLKJCC - 1) Approval of the History & Culture Ad Hoc Subcommittee Recommendations, With Any Adjustments 2) Discuss the Role of the History & Culture Ad Hoc Subcommittee

Vice Chair Kearney discussed recommendations of the History and Culture Ad Hoc Subcommittee.

Discussion ensued between staff and Committee Members regarding support for the recommendations; support for the African American Historical Markers and activities geared toward children; the importance of education; the role of the subcommittee to review and make recommendations; suggested authors; the puppet show; doll making; the process to check availability and move forward with items; making suggestions to other subcommittees; roles and responsibilities; jurisdiction over food; documenting that food was under the purview of the History and Culture Ad Hoc Subcommittee; review of the March minutes; the ability to go back and get suggestions for food; inclusion of musical artists who have passed away in addition to historical figures in the memoriam section; and the ability to vote to approve a suggestion or to go back and consider other ideas.

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER SMITH AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE APPROVE THE AD HOC HISTORY & CULTURE SUBCOMMITTEE RECOMMENDATIONS, WITHOUT THE FOOD AND WITH ADJUSTMENTS INCLUDING THE FIREFIGHTERS BOOK, THE PUPPETEERS, EXPANSION OF THE IN MEMORIAM LIST, AND MUSICAL ARTIST VIDEOS.

Dorian Jackson, Associate Analyst, read from the March minutes regarding the discussion about procedures for sharing information and Brown Act Rules.

Discussion ensued between staff and Committee Members regarding the role of the ad hoc subcommittee to support staff, to suggest anything of historical or cultural significance for the events, and to provide recommendations for educational elements for the events; clarification of availability and prices; voting to approve contingent upon availability; voting for primary and secondary choices; and budget.

MOVED BY MEMBER SMITH, SECONDED BY MEMBER RAYNOR AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE ACCEPT THE ROLES OF THE AD HOC HISTORY & CULTURE SUBCOMMITTEE.

Discussion ensued between staff and Committee members regarding providing options for food vendors; staff

determination; the suggested purveyor of food; the vote on food next month; the inability to have alcohol at the City event; creation of a separate ad hoc subcommittee for food and beverage; and allowing staff to make a decision on the food vendor in a timely fashion based upon Committee recommendations.

MOVED BY MEMBER SMITH AND SECONDED BY MEMBER RAYNOR THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE VOTE AGAINST HAVING DULAN'S ON CRENSHAW AS FOOD VENDOR.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BIBBINS-MCKEEVER, CAIN, RAYNOR, SMITH
NOES: KEARNEY
ABSENT: GREEN, HEARNS, WEISS

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER SMITH AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE DIRECT STAFF TO MAKE THE FINAL DECISION ON FOOD PURVEYOR BETWEEN ALTA AND DULAN'S ON CRENSHAW BASED UPON THE RECOMMENDATIONS FROM THE SUBCOMMITTEE.

Discussion ensued between staff and Committee Members regarding a Committee Member who needed to leave the meeting; items left to be considered; holding a special meeting to consider a specific item; holding other items for discussion in May; and looking at what needs to be done to book entertainment.

o0o

Item A-4

MLKJCC - 1) Approval of the Juneteenth Entertainment & Talent Ad Hoc Subcommittee Band Recommendations 2) Discuss the Role of the Entertainment & Talent Ad Hoc Subcommittees

Discussion ensued between staff and Committee Members regarding pricing; availability; event opener; approval of the list of options to allow staff to approve the best scenario based upon the budget; different entertainment options; use of

more than one band; ensuring the event time is not all taken up by bands; and agreement not to use a DJ.

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER BIBBINS-MCKEEVER AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE ACCEPT SUGGESTIONS FROM THE ENTERTAINMENT AD HOC SUBCOMMITTEE RECOMMENDATIONS WITH THE EXCEPTION OF THE NEW ORLEANS TRADITIONAL JAZZ BAND AND THE ADDITION OF TOP SHELF BRASS.

Discussion ensued between staff and Committee Members regarding roles and responsibilities of the Ad Hoc Entertainment Subcommittee; helping source entertainment and talent for both events and to support staff; agreement to provide onsite support to staff; and help with stage management and green room support.

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER RAYNOR AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE ACCEPT THE ROLES AND RESPONSIBILITIES OF THE ENTERTAINMENT AD HOC SUBCOMMITTEE TO HELP SOURCE ENTERTAINMENT AND TALENT FOR BOTH EVENTS, SUPPORT STAFF WITH RECOMMENDATIONS, AND SUPPORT ON THE DAY OF WITH STAGE MANAGEMENT AND HELP IN THE GREEN ROOM.

Discussion ensued between staff and Committee Members regarding updates from the subcommittees at the May meetings; agreement that the subcommittees continue to meet; a reminder to provide information to staff; amount of time for vendor outreach; and the agreed upon list of 40 Black vendors.

MOVED BY VICE CHAIR KEARNEY, SECONDED BY MEMBER SMITH AND UNANIMOUSLY CARRIED (ABSENT MEMBERS GREEN, HEARNS, AND WEISS), THAT THE MLK JR. CELEBRATION AND JUNETEENTH CELEBRATION ADVISORY COMMITTEE DEFER ITEMS A-5 THROUGH A-7 TO THE MAY 21, 2025 MEETING AGENDA.

MLKJCC - 1) Discuss Non-Food Vendors for the Juneteenth Celebration; 2) Consideration of Forming a Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee Ad Hoc Subcommittee with Duties Related to Non-Vendors; 3) Discuss the Role of the Non-Food Vendor Ad Hoc Subcommittee; 4) If Desired, Appoint Committee Members to the Newly Formed Ad Hoc Subcommittee

This item was deferred to the May agenda.

o0o

Item A-6

MLKJCC - Receipt and Filing of an Update from the Juneteenth Ad Hoc Subcommittees of History and Culture for Juneteenth and Entertainment and Talent for Juneteenth

This item was deferred to the May agenda.

o0o

Item A-7

MLKJCC - Receipt and Filing of the Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee 2025 Meeting Calendar and the Upcoming Agenda Items List, With Adjustments, If Any

This item was deferred to the May agenda.

o0o

Public Comment - Items NOT On the Agenda (Continued)

Vice Chair Kearney invited public comment.

Dorian Jackson, Associate Analyst, indicated that no requests to speak had been received for Public Comment - Items NOT On the Agenda.

o0o

Items from Members/Staff

None.

o0o

Adjournment

There being no further business, at 8:00 P.M., the Martin Luther King Jr. Celebration and Juneteenth Celebration Advisory Committee adjourned to a meeting to be held on May 21, 2025.

o0o

Dorian Jackson
SECRETARY of the Martin Luther King Jr. Celebration and
Juneteenth Celebration Advisory Committee

APPROVED _____

LATOYA HEARNS
CHAIR of the Culver City Martin Luther King Jr. Celebration
and Juneteenth Celebration Advisory Committee
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Jeremy Bocchino
CITY CLERK

Date