

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

December 14, 2016
4:00 P.M.

Call to Order & Roll Call

The meeting of the Cultural Affairs Foundation Board was called to order at 4:12 P.M. in the Cathedral Conference Room at City Hall.

Present: Celeste Anlauf, Chair
Ashley Rodgers, Vice Chair*
Erin Stennis, Secretary
Len Dickter, Treasurer
Brenda Williams, Board Member

*Vice Chair Rodgers arrived at 4:20 P.M.

Absent: Rich Cherry, Board Member
Robert Cicchini, Board Member

Staff: Christine Byers, Cultural Affairs Coordinator
Susan Obrow, Special Events Coordinator
Louise Coffey-Webb, Public Art Collections

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Pledge of Allegiance

The Pledge of Allegiance was led Erin Stennis.

Chair Anlauf welcomed Louise Coffey-Webb to the meeting.

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Public Comment – Items Not On the Agenda

Chair Anlauf invited public comment.

The following members of the audience addressed the Board:

Marla Koosed provided background on herself; reported a request from the Cultural Affairs Commission that she provide a brief presentation on her proposal to produce an event celebrating the Art in Public Places Ordinance entitled 1988; and she summarized her proposal and provided pictures.

Vice Chair Rodgers joined the meeting.

Member Dickter reported that the Centennial Committee endorsed the project but did not have a budget for the event; he noted that Ms. Koosed had presented a request to the Cultural Affairs Commission to fund the project; discussed support for the Centennial and for Art in Public Places; money raised in small sponsorships; and the recommendation by the Commission that the City Council make \$63,450 available for the project with a request that the Cultural Affairs Foundation support further fundraising.

Marla Koosed discussed the intent to have a public/private partnership; issues with promised funding; and future fundraising.

Mayor Jim Clarke indicated that he would be happy to steer Ms. Koosed in the direction of sponsors; he discussed the proposed lawn replacement at City Hall to make way for a Centennial Garden; and incorporating the proposed performance with the opening ceremony.

Discussion ensued between staff, Ms. Koosed and Board Members regarding vetting of the budget; the cumulative experience of the proposed pieces; the rehearsal process; the time frame for funding; origination of programming; the project serving as both a Centennial event and a Public Art event; the process; feedback from staff, the subcommittee and the Commission; availability of supporting documents on the website; and fiscal prudence.

Mayor Clarke received clarification regarding the legality of using Cultural Trust Fund monies to support the project and he expressed concern with setting a precedent.

Further discussion ensued between staff, Board Members and meeting attendees regarding crossover; Centennial support; criteria for success; producing results; timing; clarification that the Cultural Affairs work program budget included a

Centennial Temporary Art line item; artist-driven projects; support for Heidi Duckler Dance Theatre; fund balances; transferring some funds from the Art Conservation line item to the Temporary Art line item; timing; City Council approval; rollover of unused funds; clarification that there was not an open call for proposals and that Ms. Koosed approached the City; previous events produced by staff in-house; changes to Cultural Affairs with the loss of Redevelopment; and administrative aspects, including staff resources required, of producing events in-house.

Marla Koosed and Mayor Clarke exited the meeting.

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Consent Calendar

Item C-1

Meeting Minutes

MOVED BY BOARD MEMBER DICKTER AND SECONDED BY BOARD MEMBER WILLIAMS THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPROVE THE MINUTES OF THE SEPTEMBER 21, 2016 REGULAR MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES:	ANLAUF, DICKTER, RODGERS, STENNIS, WILLIAMS
NOES:	NONE
ABSENT	CHERRY, CICCHINI

Additional comment ensued between staff and Board Members regarding further consideration of the item proposed by Marla Koosed at the next Foundation meeting; clarification that the item was not on the agenda; support for collaboration with the Commission; concern with costs; input from Cultural Affairs Commissioners; and City Council consideration of the proposal on January 9, 2017 with the potential for further consideration by the Foundation in March.

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Action Items

Item A-1

CAF - Consideration of: (1) Reports from the Board's Ad Hoc Subcommittees: 2016-2017 Ad Hoc Fundraising Subcommittee, 2016-2017 Ad Hoc Public Relations Subcommittee, and Ad Hoc Subcommittee Focusing on Revising the Structure of the Culver City Cultural Affairs Foundation; and, (2) Discussion of the Reports and Potential Approval of Recommendations and/or Provide Direction

Chair Anlauf discussed the Fundraising subcommittee phone conference; the goal of making Veterans Auditorium an outstanding cultural hub for the City; enhancing the sound system; and the need for fundraising.

Discussion ensued between staff and Board Members regarding seating; finalization of contracts for stage rigging and lighting; projection equipment; recommendations from an acoustician; chair replacements; balcony seating; the number of seats; the cost and importance of sound; money allocated for lighting; serving the needs of orchestras and dance companies; the overhaul of emergency lighting and hardware; the proposed black box theatre; and planned work in 2017.

Additional discussion ensued between staff and Board Members regarding the Public Relations Subcommittee; creating a partnership with UCLA; the staff relationship with Sony Pictures Entertainment; production companies at Sony Pictures Studios; pursuing items one at a time; projection equipment; donor intent; the importance of sound; influence with other contributors; focus groups; the stage plan; donor recognition; the City webpage; creating a public art app; concern with taking a piecemeal approach; pushing items along; concerns with perceived conflicts of interest; and creating a Cultural Affairs Instagram account.

Further discussion ensued between staff and Board Members regarding the progress of the Ad Hoc Subcommittee Pertaining to Revising the Structure of the Culver City Cultural Affairs Foundation; the Bylaws subcommittee; the Memorandum of Understanding subcommittee; City Council approval; the appropriate relationship of a privatized Foundation with the Commission; scheduling; the potential for a special Foundation meeting; exploration of ideas; the general consensus of the subcommittee; City support of the operating expenses for the first year; concern with patterning the Foundation after the Centennial Committee; Fiesta sponsorships; donor fatigue; looking

beyond the Chamber of Commerce; and concern with the privatization of the Centennial celebration.

Christine Byers, Cultural Affairs Coordinator, discussed previous Board consensus not to continue with the Chamber of Commerce subcommittee and notification to the Chamber.

MOVED BY VICE CHAIR RODGERS AND SECONDED BY BOARD MEMBER STENNIS THAT THE CULTURAL AFFAIRS FOUNDATION BOARD RECEIVE AND FILE REPORTS FROM THE AD HOC SUBCOMMITTEES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, DICKTER, RODGERS, STENNIS, WILLIAMS
NOES: NONE
ABSENT: CHERRY, CICCHINI

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Item A-2

CAF - (1) Approval of Financial Reports of the Cultural Affairs Foundation for FY 2016-2017 to September 30, 2016; (2) Approval of the Schedule of Disbursements for FY 2016-2017 to September 30, 2016; and, (3) Review, Approve, and Recommend to the City Council Adoption of the Foundation Budget for FY 2016-2017 (Continued from September 21, 2016)

Christine Byers, Cultural Affairs Coordinator, provided an overview of revenues and expenditures noting that there were no disbursements for the first quarter to report.

Discussion ensued between staff and Board Members regarding online donations; the importance of thank you calls for donations; donor recognition for the Summer Concert Series; the letter from the Mayor thanking Syd Kronenthal's niece; insurance carryover; and the non-profit insurance company.

Board Member Stennis exited the meeting.

MOVED BY BOARD MEMBER DICKTER AND SECONDED BY BOARD MEMBER WILLIAMS THAT THE CULTURAL AFFAIRS FOUNDATION BOARD:

1. REVIEW AND APPROVE FINANCIAL INFORMATION FOR FISCAL YEAR 2016-2017 TO SEPTEMBER 30, 2016; AND

2. APPROVE THE SCHEDULE OF DISBURSEMENTS FOR FISCAL YEAR 2016-2017 TO SEPTEMBER 30, 2016.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, DICKTER, RODGERS, WILLIAMS

NOES: NONE

ABSENT: CHERRY, CICCHINI, STENNIS

Discussion continued between staff and Board Members regarding concern with the number of things still to be determined; the amount of money to be raised in the next fiscal year; unknowns with the structure of the Foundation; the recommendation to wait until larger questions are resolved; setting interim goals for the short-term; and tabling the budget.

Board Member Stennis returned to the meeting.

MOVED BY BOARD MEMBER DICKTER AND SECONDED BY BOARD MEMBER WILLIAMS THAT THE CULTURAL AFFAIRS FOUNDATION TABLE APPROVAL OF THE PROPOSED BUDGET FOR FISCAL YEAR 2016-2017.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, DICKTER, RODGERS, STENNIS, WILLIAMS

NOES: NONE

ABSENT: CHERRY, CICCHINI

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Items from Staff

Susan Obrow, Special Events Coordinator, reported City Council approval of the 2017 Performing Arts Grants; she noted the Centennial themes; and she discussed the e-gov delivery system for e-blasts about upcoming performances.

Christine Byers, Cultural Affairs Coordinator, introduced Louise Coffey-Webb and discussed her duties.

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Public Comment – Items Not on the Agenda

No cards were received and no speakers came forward.

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Items from Board Members

None.

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Adjournment

There being no further business, at 6:00 P.M., the Cultural Affairs Foundation Board adjourned to a meeting to be held at 4:00 P.M. on March 15, 2017 in the Cathedral Conference Room at City Hall.

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Jeremy Green
DEPUTY CITY CLERK of Culver City, California
EX-OFFICIO DEPUTY CLERK of the City Council of Culver City,
California

APPROVED _____

CELESTE ANLAUF
CHAIR of the Culver City Cultural Affairs Foundation Board

Minutes Preparation: Kristi Callan