

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

March 16, 2016
4:00 P.M.

Call to Order & Roll Call

The meeting of the Cultural Affairs Foundation Board was called to order at 4:03 P.M.

Present: Jeannine Wisnosky Stehlin, Chair
Regina Klein, Vice Chair*
Celeste Anlauf, Board Member
Len Dickter, Board Member
Robert (Bob) Cicchini, Board Member

*Vice Chair Klein left the meeting at 5:09 P.M.

Absent: Ashley Rodgers, Treasurer

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 Bob Cicchini.

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Public Comment – Items Not On the Agenda

Chair Wisnosky Stehlin invited public comment.

No cards were received and no speakers came forward.

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Consent Calendar

Item C-1

Meeting Minutes

Chair Wisnosky Stehlin pointed out a misspelling of her name in paragraph 5 on page 4.

MOVED BY VICE CHAIR KLEIN AND SECONDED BY CHAIR WISNOSKY STEHLIN THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPROVE THE MINUTES OF THE SEPTEMBER 16, 2015 REGULAR MEETING AS CORRECTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, DICKTER, KLEIN, WISNOSKY STEHLIN
NOES: NONE
ABSENT: RODGERS
ABSTAIN: CICCHINI

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Action Items

Item A-1

Introduction of New Member of the Board of the Culver City Cultural Affairs Foundation

Christine Byers, Cultural Affairs Coordinator, introduced Board Member Cicchini noting that the remaining vacant position would likely be filled after the City Council election.

Board Member Cicchini introduced himself and discussed his background.

Discussion ensued between staff and Board Members regarding their experiences with Member Cicchini.

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Item A-2

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 Recommendations and/or Provide Direction

Vice Chair Klein provided an update on the Chamber of Commerce subcommittee; reported on attending the installation of new Chamber officers; and relayed an offer by the LAX representative to provide a tour of LAX to interested Board Members.

Discussion ensued between staff and Board Members regarding awareness of the Foundation amongst Chamber of Commerce members; creating an e-flier for distribution to Chamber members; the updated Chamber Directory; reimbursement of costs; coordination of the LAX tour; Commission participation; and Brown Act issues.

Board Member Dickter provided an update on the Public Relations subcommittee; discussed raising awareness of the Foundation; the monthly column in the *Culver City News*; the proposed monthly e-blast; and work with the Culver City Centennial Celebration Arts and Culture subcommittee.

Discussion ensued between staff and Board Members regarding interaction between the Commission and the Foundation without creating additional work for staff; column content; creating a calendar of events; the process; promotion of Performing Arts Grant Program performances; approvals; staff involvement; updates; the City website; the Foundation listing in the Chamber of Commerce's publication, *THE GUIDE*; and a request that the subcommittee review the information on the City website.

Additional discussion ensued between staff and Board Members regarding the Fundraising subcommittee; projected costs to upgrade the lighting system in Veterans Auditorium; the grant from the Joseph Drown Foundation; money from the City and the Foundation; potential money from Sony; identifying potential funders; clarification that the Foundation could fundraise for additional Performing Arts Grants; eligibility criteria; former Music in the Chambers program; programming; staffing; film festivals looking for venues; clarification that Veterans

Auditorium is a rental facility with infrastructure in place; drafting a letter of thanks to Sony; concerns with the current sound system; bequests; legacy gifts as part of the Centennial; outreach; whether to work in partnership with the Centennial Committee; having the fundraising subcommittee meet to consider ways to proceed; clarification that the subcommittee can request funding without quid pro quo; fee waivers; City review; and the Performing Arts Grant Program budget for the Centennial year.

Vice Chair Klein reported meeting with California Lawyers for the Arts.

Discussion ensued between staff and Board Members regarding a potential partnership; a fundraiser; and Commission consideration.

Vice Chair Klein exited the meeting at 5:09 P.M.

Susan Obrow, Special Events Coordinator, provided a report on Veterans Auditorium; discussed the emergency exiting plan; flexibility of the space; the black box format; Public Works repair of the company switch; the theatrical lighting plan; cost reductions; the addition of a push button panel; obtaining quotes; theatrical lighting companies; and recognition of Sony.

Discussion ensued between staff and Board Members regarding ways to encourage people to donate; public recognition of Sony at the Veterans Auditorium building; the Centennial Committee; naming rights; facility usage; whether the space is a basketball court or an auditorium; Park Century School; the roller derby; creating a black box space; items that need to be addressed before moving forward; establishing an order of priority; the Centennial; generating income from the space; and ample parking available.

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Item A-3

**Assignment of Board Members to Subcommittees for Fiscal Year
2015/2016**

Christine Byers, Cultural Affairs Coordinator, suggested tabling the item to the next regular meeting and maintaining current

positions noting that Vice Chair Klein had indicated that she was fine with the status quo.

Discussion ensued between staff and Board Members regarding allowing Member Cicchini a chance to serve; a suggestion to have Member Cicchini serve on the Chamber of Commerce subcommittee; the fact that an additional person will be joining the Board and the need to serve on a subcommittee as well; scheduling; time commitment; creation of other subcommittees; Brown Act issues; protocol; bullet points created by the Fundraising subcommittee on what to say when meeting a potential donor; whether everyone has to serve on a subcommittee; and agreement to table the item until the September meeting.

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Item A-4

(1) Approval of Financial Reports of the Cultural Affairs Foundation for FY 2014/2015 to June 30, 2015; and (2) Approval of the Schedule of Disbursements for FY 2014/2015 to June 30, 2015

Christine Byers, Cultural Affairs Coordinator, provided a summary of the material of record and discussed a minor discrepancy in the figures.

Board Members received clarification regarding several items in the report.

MOVED BY BOARD MEMBER DICKTER AND SECONDED BY BOARD MEMBER CICCHINI THAT THE CULTURAL AFFAIRS FOUNDATION BOARD APPROVE THE STATEMENT OF REVENUES AND EXPENSES WITH THE CAVEAT THAT THE \$86.22 DISCREPANCY WILL BE RECONCILED BY THE NEXT FOUNDATION BOARD MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ANLAUF, CICCHINI, DICKTER, WISNOSKY STEHLIN
NOES: NONE
ABSENT: KLEIN, RODGERS

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Items from Staff

None.

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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 5:43 P.M., the Cultural Affairs Foundation Board adjourned to a meeting to be held at 4:00 P.M. on September 21, 2016 in the Cathedral Conference Room at City Hall.

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Jeremy Green
DEPUTY CITY CLERK of Culver City, California

APPROVED _____

CHAIR of the Culver City Cultural Affairs Foundation Board

Minutes Preparation: Kristi Callan