



ARTS COMMISSION
MINUTES

UPSTAIRS CONFERENCE ROOM, CITY HALL
26 CORTE MADERA AVENUE, MILL VALLEY
TUESDAY, MAY 13, 2014
6:00 p.m.

N. Teresa Rea, Chair - Present
Robert Kilby, Vice Chair - Present
Michael Barker - Present
Tony Coyle - Present
Ian Day - Present
Owen Prell - Present
Joseph Rokovich - Present

CALL TO ORDER – 6:02pm

ROLL CALL

City Staff: Jenny Rogers, Recreation Director, Kevin Marlatt, Art Program Coordinator, Lauren Buchholz, Administrative Aide.

PUBLIC OPEN TIME: Persons wishing to address the Commission on subjects not on the agenda may do so at this time. State law prohibits Commission action on any item not listed on the agenda unless Commission determines that there is a need to take immediate action and that the need for action came to the City's attention after the agenda was posted. Other items will generally be referred to staff or received as information. When addressing the Commission, please: 1) State your name and address; 2) Address the Chair; 3) State your views succinctly; 4) Avoid repetition; 5) Limit comments to 3 minutes. **Please note: The Chair will allow time for public comment on each agenda item.**

Chair Rea opened public open time

No one present to speak

Chair Rea closed public open time

APPROVAL OF THE AGENDA ORDER

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35 It was **MOVED** by **Commission Barker** and **SECONDED** by **Commission Prell** to Approve the
36 Amended Agenda Order; Item 9 to be heard first. The Motion was carried by a 7 - 0 vote with **None**
37 dissenting

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40 1. Mill Valley Film Festival Tent in the Plaza Discussion

41 Chair Rea introduced Jeromy Zajonc, Director of Operation for California Film Institute and Mill
42 Valley Film Festival (MVFF). Jeromy is interested in working with the Arts Commission and City
43 staff on creating more Film Festival events that will better integrate the community into the festival.

44

45 Jeromy stated his main focus is to improve the quality of the MVFF experience and he sees
46 opportunities for improving what the MVFF does in Mill Valley. He want to figure out a way to
47 bring back some of the events that involve local businesses and community as was done in the past.
48 He wants to build a better balance between events and respecting the residents needs and concerns
49 about noise, parking, etc... One options he is considering is bringing back the Children's Parade,
50 He has already meet with Chair Rea to brainstorm on some additional ideas; some of these ideas can
51 be executed this year while others may be 3-5 years down the road. He would love input on ideas
52 from the Arts Commissioners.

53 Dir Rogers stated that she and Jeromy have discussed the idea of creating a "living room" or
54 "lounge" area on the Plaza during the MVFF to hold meet and greets, art projects or displays and
55 other activities to engage the community. She asked for the Commissioners input on who would be
56 good contacts from arts organizations, local businesses or community leaders to get involved in this
57 type of event.

58 Chair Rea suggested creating a sub-committee to work with Jeromy and Dir Rogers to flush out
59 ideas, the structure of the possible "Lounge on the Plaza" and possible events sponsors.

60 Chair Rea stated that the Arts Commission endorses the idea of the MVFF being more involved in
61 creating additional community events during the festival.

62 Coms Prell & Day volunteered to serve on the sub-committee.

63 Chair Rea asked that Commissioners communicate ideas to Owen & Ian.

64

65 **CONSENT CALENDAR:** The following items listed on the Consent Calendar to be considered
66 routine and are approved by a single motion without discussion. The Chair or any member of the
67 Commission or the public may request that any item listed under the Consent Calendar be removed
68 and action taken separately. In the event that an item is removed from the Consent Calendar, it shall
69 be considered in its numerical order.

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71 2. Consideration of the Minutes of the April 8, 2014 Regular Commission Meeting.

72 Recommended Action: Approve the April 8, 2014 Regular Commission Meeting minutes.

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74 It was **MOVED** by **Commission Kilby** and **SECONDED** by **Commission Coyle** to Approve the
75 Consent Calendar. The Motion was carried by a 7 - 0 vote with **None** dissenting

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77 **COMMISSION AND STAFF ANNOUNCEMENTS**

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79 3. Good News

80 Com Coyle announced that he has been accepted as a student in Celtic Studies at Cal Berkeley

81

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82 4. Correspondence/Telephone Log

83 Nothing to report

84

85 5. Fiscal Agent's Report

86 Com Rokovich reviewed YTD report. Currently there is approximately \$800 extra funds in the
87 FY2013/2014 budget. The purchase of a PA system @ approx. \$350 plus the purchase of additional
88 promotional materials and lamp post banners may use the majority of these extra funds.

89

90 It was **MOVED** by **Commission Kilby** and **SECONDED** by **Commission Day** to Approve the
91 Allocation of \$1,000 to be used to purchase promotional materials for Comedy Night and Concerts
92 and a new PA system. The Motion was carried by a 7 - 0 vote with **None** dissenting

93

94 6. First Tuesday ArtWalk Update

95 a. Art Exhibit Curator Assignments

96 Com Rokovich suggested reaching out to some of the Arts Commission volunteers to fill in the gaps of the
97 curator schedule; he is willing to pursue this idea and report back to Commission.

98 Dir Rogers wants to make sure there is a very thorough orientation for volunteers, but she is open to this
99 idea.

100 Com Kilby will take on curator role for City Hall shows in November 2014 and March 2015.

101 Com Coyle will take on curator role for City Hall show in June 2015 and Community Center show in
102 October 2014.

103 Chair Rea will take on curator role for City Hall show in May 2015 and Community Center show in
104 February 2015.

105 Kevin Marlatt will curate the Community Center show in June 2015.

106

107 **NEW BUSINESS**

108

109 7. Exhibiting Artist Orientation Packet Review

110 Dir Rogers thanked K. Marlatt for the excellent job he did on the Orientation Packets, she opened
111 the discussion for feedback from Commissioners.

112 Com Barker asked how much of the orientation and artist follow-up will staff do vs. Arts
113 Commission curators.

114 Dir Rogers stated that staff will send out the orientation packets and follow-up with the artists to get
115 back signed waivers and exhibit guidelines. It will be the responsibility of the curator to confirm
116 that these documents have been received before exhibition is installed and to complete the artist
117 information sheet and coordinate install and de-install dates. It is also very important that the
118 curators insure that the artist understand that neither venue is an art gallery, but rather a public
119 space.

120 Chair Rea asked why the hanging space information was listed twice, she asked that a note to cross
121 reference this be added. She also requested that language be added under the information about
122 artists selling their art that the City does not take a percentage of sales.

123 K. Marlatt stated that the list of spaces is much more details and provides multiple forms of
124 measurements.

125

126 8. Future of O'Hanlon Exhibits Discussion

127 Dir Rogers reviewed email received by Megan Wilkinson of the O'Hanlon Center regarding
128 whether they wish to do an exhibition this year at City Hall. In the email Megan expressed concerns

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129 about the potential for artwork damage as happened at the Community Center exhibit in January.
130 Dir Rogers opened discussion about whether the Arts Commission would like to invite the
131 O’Hanlon Center back to exhibit.

132 Coms Prell & Barker both feel that the O’Hanlon Center’s questions are appropriate.

133 Com Barker stated that if O’Hanlon can be comfortable with the exhibitor guidelines they should be
134 allowed to have an exhibition.

135 Com Rokovich feels that an Arts Commissioner should reach out the O’Hanlon Center to discuss
136 their concerns and review the exhibitor guidelines.

137 Chair Rea offered to speak with Megan Wilkinson if the rest of the Commission would like her to.

138 All Commissioners agreed to have Chair Rea speak with the O’Hanlon Center and welcome them to
139 exhibit as long as their artists and curators are informed and agree to exhibitor guidelines.

140

141 9. Concerts in the Plaza Lamp Post Banner Update

142 Com Kilby agreed to work with Sean Mooney, Community Engagement Supervisor, on the design
143 of the lamp post banners. The Commission agreed to purchase 5 banners and share space in July on
144 the Plaza with the Relay for Life Event, so-sponsored by Mill Valley Recreation.

145

146 10. Call for Musicians Selections – Will be heard as the last item of the meeting

147

148 **OLD BUSINESS**

149

150 11. Comedy in the Plaza Review

151 Maureen and Tom present to review task list and answer questions.

152 Chair Rea reviewed task list.

153 Tom announced that Larry from Famous 4 will be a sponsor of the event and will be providing free
154 shirts to the performers. He asked that Famous 4 be added to the promotional material as a sponsor.

155

156 12. Golden Gate Opera Community Center Event Discussion

157 Dir Rogers is very open to hosting an opera event at the Community Center and offering the
158 Cascade room as an in-kind donation to the Golden Gate Opera, but the event must be free and open
159 to the public. She will continue to work with Roberta from the Golden Gate Opera on potential
160 performances and keep the Arts Commission informed.

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163 **RECREATION DIRECTOR REPORTS**

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165 13. CIP Request Update

166 Dir Rogers continues to work with K. Marlatt on getting quotes for gallery lighting at the Center
167 and City Hall. She is hoping to provide more CIP requests details to the Commission in June.

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169 **COMMISSION REQUESTS AND IDEAS FOR DISCUSSION**

170

171 **ADJOURNMENT**– To the next Regular Commission meeting which will be held on June 10,
172 2014.

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174 It was **MOVED** by **Commission Kilby** and **SECONDED** by **Commission Coyle** to Approve the
175 Adjourn at 8:32pm. The Motion was carried by a 7 - 0 vote with **None** dissenting

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Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection at the Mill Valley Community Center, 180 Camino Alto during regular business hours. Such documents are also available on the City's website at www.cityofmillvalley.org subject to staff's ability to post the documents prior to the meeting.

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