



**ARTS COMMISSION
MINUTES**

THE IMAGE FLOW
401 MILLER AVE, SUITE A, MILL VALLEY
TUESDAY, NOVEMBER 13, 2012
6:00 p.m.

Lynne Klein, Chair
Tony Coyle
Joeann Edmonds
Robert Kilby
Teresa Rea
Sheba Veghte
John Winder

CALL TO ORDER

Present: Chair Klein, Commissioners Coyle, Edmonds, Kilby, Rea, Veghte & Winder
Absent: None
Staff: Jenny Rogers, Recreation Director & Lauren Buchholz, Administrative Aide

APPROVAL OF THE AGENDA ORDER

It was **MOVED** by **Commissioner Rea** and **SECONDED** by **Commissioner Winder** to Approve Agenda Order. The Motion was carried by a 7 - 0 vote with **None** dissenting.

PUBLIC OPEN TIME

Chair Klein opened public open time

Chair Klein closed public open time

COMMISSION AND STAFF ANNOUNCEMENTS

Com Veghte confirmed that she will be resigning in February.

Chair Klein stated that she attended the GPAC meeting last Thursday night; all suggestions regarding Arts & Culture were accepted except the request for a full time staff person for the Arts Commission.

Com Winder stated that he has had very positive interactions with Judy Wood, Parks & Recreation Account Analyst. He will provide a full Treasurer's report at the next Commission meeting.

Arts Commission Meeting Agenda, November 13, 2012

Com Edmonds announced that there will be a signing group, the Mill Valley Minstrels, strolling through downtown as part of the First Tuesday ArtWalk on 12/4/12.

Com Kilby announced that he has secured 2 volunteers to help with the art exhibits and Artist Receptions at City Hall; Frankie Baxter and Marie Fitzgerald; both are retired Mill Valley residents who have volunteered at the Marin Civic Center and Sausalito Art Fair.

Com Rea stated that the Milley Awards event was very successful; the committee had their final meeting last night to discuss final wrap-up. She suggested that members of the Milley's committee talk with Jenny Rogers, Recreation Director, regarding next year's event. She asked Jenny to meet with her and 3 Milley committee members.

Com Edmonds asked about a volunteer to drive the First Tuesday ArtWalk van; she suggested starting this service in January to give the Commission more time to secure a volunteer to drive it and to advertise it.

Com Kilby stated he wasn't sure that January would be enough time and suggested holding off on selecting the exact month to begin the van service.

Dir Rogers stated she would talk with Seth Allingham, Facility Supervisor, about the possibility of hiring one of the Facility Attendants already on staff to drive the van.

Chair Klein stated that the Arts Commission vacancies will be advertised soon, she asked the Commissioners what qualities should the Council be looking for.

Com Kilby would like to see applicants with artistic vision and experience with computers and social networking. He asked if the City Council would be interviewing and selecting the new Commissioners.

Com Edmonds would like an application with youth affiliations or a younger demographic

Chair Klein stated the Council is responsible for the selection of new Commissioners. She would like to see someone with a sense of humor and a willingness to participate.

Com Coyle stated that he would like a representative from the Arts Commission to be part of the selection process.

Dir Rogers stated she will ask the City Manager if this is possible.

Com Rea asked about the Call for Artists.

Chair Klein asked that this topic be put on the agenda for discussion at the December meeting.

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

1. Consideration of the Minutes of the October 9, 2012 Regular Commission Meeting.
Recommended Action: Approve the October 9, 2012 Regular Commission Meeting minutes.

It was **MOVED** by **Commissioner Veghte** and **SECONDED** by **Commissioner Winder** to Approve the October 9, 2012 Regular Commission Meeting minutes. The Motion was carried by a 7 - 0 vote with **None** dissenting.

NEW BUSINESS

2. Consideration of the adoption of the Arts Commission meeting schedule for 2013.

Arts Commission Meeting Agenda, November 13, 2012

It was **MOVED** by **Commissioner Kilby** and **SECONDED** by **Commissioner Rea** to Approve the Arts Commission meeting schedule for 2013. The Motion was carried by a 7 - 0 vote with **None** dissenting.

RECREATION DIRECTOR REPORTS

a. Arts Commission Transition Update

Dir Rogers stated that the Arts Commission now has storage space at the Golf Course Clubhouse and paperwork & binders will be stored in Dir Rogers' office closet.

The Milley's asked the Parks & Recreation Department to store their wooden panels and staff was able to find room for them.

Dir Rogers will work with the Commissioners regarding access to the Golf Course Clubhouse. Dir Rogers would like to discuss the Arts Commissions events at the December meeting and is hoping to keep the approval of Plaza use as an internal process.

Chair Klein asked that the Commissioners working on the concerts on the plaza come up with prospective dates. She will work on the comedy on the plaza date.

Commissioners Kilby and Edmonds will work on the concert dates.

It was **MOVED** by **Commissioner Kilby** and **SECONDED** by **Commissioner Coyle** to Approve added the Arts Commission's Summer events to the December 11, 2012 agenda. The Motion was carried by a 7 - 0 vote with **None** dissenting.

b. Introduction of Redesigned Mill Valley Recreation Activity Guide

Dir Rogers thanked Com Rea for suggestion B Creative Studio as the graphic designer for the new activity guide. She also thanked staff for their dedicated work on the guide. Staff is looking at a deadline for the Spring & Summer guide of the first week of December.

Com Kilby asked when that guide will be put out.

Dir Rogers stated the Spring & Summer guide is scheduled to go out in mid February.

COMMISSION REQUESTS AND IDEAS FOR DISCUSSION

Com Kilby requested that the consideration of approving \$800 of Arts Commission funds to purchase a Click Off Banner be added to the December 11, 2012 agenda.

It was **MOVED** by **Commissioner Kilby** and **SECONDED** by **Commissioner Winder** to add the consideration of approval to allocate \$800 of Arts Commission funds to purchase a Click Off Banner to the December 11, 2012 agenda. The Motion was carried by a 7 - 0 vote with **None** dissenting.

Com Veghte stated she is working with Cinemark, who owns the Sequoia Theater, to look into advertising before the movies; she is hoping to reach a larger audience using this format. She presented the Commissioners information. She would like to discuss this further at the December meeting.

It was **MOVED** by **Commissioner Klein** and **SECONDED** by **Commissioner Rea** to add the consideration of approval to advertise with Cinemark to the December 11, 2012 agenda. The Motion was carried by a 7 - 0 vote with **None** dissenting.

Arts Commission Meeting Agenda, November 13, 2012

Dir Rogers asked the Commission if the Chamber of Commerce could borrow the stage used for the events on the Plaza for Winterfest. She also stated that staff would like to have some arts & crafts project tables at Winterfest and would the Arts Commission be willing to donate funds to help buy supplies?

Com Kilby stated he and Dir Rogers could work out getting the stage for use at the Winterfest.

It was **MOVED** by **Commissioner Veghte** and **SECONDED** by **Commissioner Rea** to approve the donation of up to \$500 to the Parks & Recreation Department to purchase arts & crafts supplies for project tables at Winterfest. The Motion was carried by a 7 - 0 vote with **None** dissenting.

Com Kilby announced that Strawberry Framers can no longer offer gift certificates for the Click Off winners. He is now working with The Image Flow for prizes for the winners.

It was **MOVED** by **Commissioner Klein** and **SECONDED** by **Commissioner Winder** to approve The Image Flow provide prizes for Click Off winners. The Motion was carried by a 7 - 0 vote with **None** dissenting.

It was **MOVED** by **Commissioner Klein** and **SECONDED** by **Commissioner Coyle** to end the business part of the meeting and move onto dinner and the Click Off judging. The Motion was carried by a 7 - 0 vote with **None** dissenting.

ADJOURNMENT – Meeting was adjourned at 8:00pm. The next Regular Commission meeting; which will be held on December 11, 2012.