



## Civic Arts Commission Meeting Minutes

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**Zoom Webinar – Pleasanton, CA  
October 3, 2022 - 7:00 p.m.**

### **CALL TO ORDER**

The meeting was called to order at 7:03 p.m. by Chairperson Song.

### **Pledge of Allegiance**

The Pledge of Allegiance to the flag was recited.

### **Roll Call**

Commissioners Present: John Baiocchi, Janice Coleman-Knight, Jeanne Farley-Rodgers, Anne Giancola, Grace Mundaden, and Chairperson Huiling Song.

Commissioners Absent: Jamie Yee

Staff Present: Lia Bushong, Assistant Director of Library and Recreation, Rachel Prater, Recreation Manager; and Mark Duncanson, Recreation Supervisor. (Transcribing by Edith Caponigro, Recording Secretary).

### **AGENDA AMENDMENTS**

None.

### **MINUTES**

#### **1. Approve regular meeting minutes of June 6, 2022**

A motion was made by Commissioner Baiocchi was seconded, to approve the minutes of the June 6, 2022 meeting. **The motion was approved unanimously.**

### **MEETING OPEN TO THE PUBLIC**

## **2. Introductions/Awards/Recognitions/Presentations**

Ms. Bushong announced: a) Recording Secretary, Edith Caponigro, was on vacation and unable to attend the meeting, b) Recreation Manager Rachel Prater had now returned after being on leave and would be resuming duties as the Civic Arts Commission Staff Liaison, c) she would be returning as the Staff Liaison for the Library Commission in November, d) Katie Brunner has resigned from the Civic Arts Commission, and e) Grace Mundaden has joined the commission as the Youth Commissioner.

Ms. Bushong asked commissioners to introduce themselves to Commissioner Mundaden, and for Commissioner Mundaden to provide information about the school she attends and her interest in joining the Civic Arts Commission.

Commissioners were then informed by Ms. Bushong that the City was in the process of interviewing candidates to fill commission vacancies which should be completed by October 18, 2022.

### Civic Arts 2022/23 Series of Performances – Mark Duncanson, Recreation Supervisor

Ms. Prater introduced Recreation Supervisor Mark Duncanson advising that he oversees theater programs for the Firehouse Arts Center and the Amador Theater.

Mr. Duncanson shared a PowerPoint presentation with commissioners providing information about planned performances and performers for the Civic Arts 2022/23 Performance Series. He commented on plans to provide performances from artists who are from the local area. He discussed productions by local theater groups, the importance of featuring artists of different genres, expanding programs, projects, and technology for the Firehouse Arts Center.

Mr. Duncanson discussed the aim for becoming a community center for the arts in which people will be comfortable.

Chairperson Song thanked Mr. Duncanson for his presentation and commented on several performances she had attended.

## **3. Public Comment from the audience regarding items not listed on the agenda.**

None.

## **MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION**

### **4. Approve funding criteria for Fiscal Year 2023/24 Community Grant Program – Civic Arts Category**

Ms. Bushong advised that this is an action item for the commission to approve funding criteria for fiscal year 2023/24 grants in the civic arts category. She advised that each year the

commission adopts funding criteria for the Community Grant Program and asked that they consider funding criteria for fiscal year 2022/23 and determine if changes should be made for the 2023/24 fiscal year. Ms. Bushong noted that this would be the funding criteria to be considered when reviewing applications in spring 2023.

Ms. Prater suggested commissioners review the funding criteria for fiscal year 2022/23 provided in the staff report and the four categories that indicated what the commission would consider when reviewing applications.

Commissioners discussed the categories and their comments included:

- How to rethink ways of encouraging new and diverse applicants to apply for funding
- If commissioners should be involved in an outreach program as a way of expanding participants
- Researching back to learn what agencies had received funding in the past
- Looking at ways to share criteria about what the commission is doing
- What is expected from agencies who submit applications
- Considering diverse age groups and how that would be quantified
- Commissioners' collaboration with different groups
- Arts education for the community
- Program collaboration with the Pleasanton Unified School District
- Being more open and engaging with diverse populations that includes diversity
- Looking at ways organizations can work with the commission and their goals
- Surveying to determine and gauge the needs of the community

Commissioners commented on the fact that an agency applying for funding may not meet one hundred percent of the desired criteria and may not be addressing a specific community gap in art services. Commissioners considered including some statement that would address this and whether conducting a community survey or gap analysis would be helpful. They also discussed the importance of making sure information about the grant program packet was available to all eligible organizations. Ms. Bushong advised that staff recently published a list on the City's Arts & Events website with links to arts organizations in the Tri-Valley, with additions from Commissioner Coleman-Knight. Commissioners can use this list to market the grants to non-profit arts organizations.

In finalizing comments on funding criteria, commissioners agreed to recommended changes. All commission comments were considered, and the following funding criteria motion was provided.

A motion was made by Commissioner Coleman-Knight, seconded by Commissioner Farley-Rodgers, recommending the following funding criteria for the Fiscal Year 2023/23 Community Grant Program:

- In evaluating applications for this category, **the commission will primarily consider projects that\*** (\*Commission requested to bold this statement):

1. Encourage diversity, equity, and inclusion (DEI). Engage new participants and audiences in the arts, as well as participants that are diverse in age and race.
2. Target a specific community need or gap in art services.
3. Pursuing arts education programs or collaborate with the Pleasanton Unified School District (PUSD).
4. Involve collaboration or co-production with local organizations.

**ROLL CALL VOTE:**

Commissioners Present: John Baiocchi, Janice Coleman-Knight, Jeanne Farley-Rodgers, Anne Giancola, Grace Mundaden, and Chairperson Song.

Commissioners Absent: Jamie Yee

AYES: Commissioners Baiocchi, Coleman-Knight, Farley-Rodgers, Giancola, Mundaden, and Chairperson Song.

NOES: None

ABSENT: Commissioner Yee

ABSTAIN: None

Ms. Bushong provided information about unused funds in the prior fiscal year and advised that available funding for Fiscal Year 2023/24 will be \$47,000.

**5. Review and comment on the Civic Arts Project Status Report for October 2022**

Ms. Prater reviewed with commissioners the Civic Arts Project Status Report for October 2022 informing new commissions that this is a report generated by staff each month to provide commissioners with updates about ongoing projects, as well as upcoming programs and events.

Commissioners commented on the importance of being able to look at the report and see all the remarkable things that have been accomplished in civic arts.

Ms. Bushong provided information about completed and new civic arts projects, youth programs, events at the Harrington Gallery, unique events that include the Hometown Holiday Parade, and the Creatures of Impulse participation in the Museum on Main Ghost Walk event in October. She commented on items not included in the report that included conservation and repair projects completed that includes the Centennial Towers in Civic Park near the new Transportation Corridor.

**6. Review and Comment on the Fiscal Year 2021/22 Library and Recreation Department Annual Report**

Ms. Bushong reviewed the 2021/22 Library and Recreation Department Annual Report with commissioners commenting on several aspects of the report. She noted that now things are open after the pandemic, staff is starting to work on relaunching services and looking at trends.

She encouraged commissioners to share information from the report with the community and noted that the report includes budget information for the Library and Recreation Department.

Ms. Bushong advised that as programs and services return, staff is optimistic that the department will continue to grow, and Ms. Prater commented on programs at the senior center. They noted that camp programs are always successful and how revenue for some programs exceeds expenses incurred.

Commissioners discussed the possibility of encouraging students attending classes at the Firehouse Arts Center to visit the Harrington Gallery. Ms. Bushong advised that the library was working on a collaborative program with the gallery that includes a walk from the library to an informational talk at the gallery.

## **COMMISSION REPORTS**

### **7. Committee Meetings**

- a. Public Art Website Subcommittee** – Commissioner Coleman-Knight advised that the intention of this subcommittee was to look at the background of public art, including the research of artists and public art that has been purchased. She commented on ten pieces included in the research process, interviewing of artists, obtaining documents about the artists from City files. She advised that the project included many areas of research.

Commissioner Coleman-Knight provided information about murals, information obtained from the Harrington book, and her communications with other cities about the use of QR codes. She discussed the fact that much was outside the scope of the Public Art Website Subcommittee but advised that information about thirty-five pieces would be made available on the city's website at a future date.

### **8. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members**

Chairperson Song provided information about her recent visit to the Harrington Gallery. Commissioner Coleman-Knight provided information about Commissioner Giancola receiving a Leadership Award from Alameda County Arts Commission. She discussed her passion in connecting artists to the public and the public to the arts.

## **FUTURE AGENDA TOPICS**

### **9. 2014 Cultural Plan Updates**

Ms. Bushong advised that this an opportunity for commissioners to recommend topics as future agenda items. She noted that QR Codes may be a topic the commission would like to consider at a future meeting. Commissioners agreed this should be added to a future meeting agenda.

Ms. Bushong asked commissioners to advised staff about their plans for being able to attend a December meeting.

Commissioners discussed the presentation of a commissioned piece of music.

## **ADJOURNMENT**

A motion was made and seconded to adjourn the meeting at 8:38 p.m.

## **NEXT MEETING**

November 7, 2022 at 7:00 p.m.