



Civic Arts Commission Meeting Minutes

**City Council Chambers, 200 Old Bernal Ave, Pleasanton, CA
November 7, 2022 - 7:00 p.m.**

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairperson Song.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

Commissioners Present: Janice Coleman-Knight, Dana Frey, Anne Giancola, Grace Mundaden, Mary Ann Simmons, and Chairperson Song.

Commissioners Absent: John Baiocchi, Jeanne Farley-Rodgers, and Jamie Yee.

Staff Present: Rachel Prater, Recreation Manager; Zack Reda, Management Analyst; and Edith Caponigro, Recording Secretary.

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of October 3, 2022

A motion was made by Commissioner Giancola, seconded by Chairperson Song, to approve the minutes of the October 3, 2022 meeting. **The motion was approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

Ms. Prater introduced new commissioners Dana Frey and Mary Ann Simmons, asked them to provide information about themselves and their interest in joining the commission. She also asked that staff and other commissioners introduce themselves to the new commissioners.

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

None.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

4. Review Fiscal Year 20/21 Civic Arts Community Grant Final Performance Reports

Ms. Prater advised that grant recipients are required to submit a Mid-term Report and Final Report for the Fiscal Year 2020/21 Community Grant and Contract Service Agreements. However, because of the Covid pandemic, the City Council approved a roll-over of these funds until June 30, 2022, which meant that both FY 2020/21 and FY 2021/22 grant cycles were operating at the same time.

Commissioners were advised by Ms. Prater that of the \$54,903 that was approved for the FY 2020/21 Community Grants for Civic Arts a total of \$36,621.89 was expended by the end of fiscal year June 30, 2022, leaving a balance of \$18,281.11.

Chairperson Song asked about the consequences to those agencies that were late in filing their reports. Ms. Prater advised there would be no consequences.

Commissioner Coleman-Knight commented on how difficult of a time-period it had been for many of the agencies to complete their projects and felt it was amazing they were able to complete most projects, she commented on the Senior Art Therapy Project and how this and other art projects had become very important during this difficult time.

Commissioner Giancola felt it would be good to encourage the organizations who had not completed their projects to reapply again for funding.

Chairperson Song discussed the Museum on Main (Amador Valley Historical Society) projects during the pandemic and suggested that if videos were made of the events that the museum be encouraged to share them. Commissioner Coleman-Knight agreed and suggested they also be shared with the school district and brought into classrooms.

5. Review Fiscal Year 2021/22 Civic Arts Community Grant Final Performance Reports

Ms. Prater reviewed with commissioners the Civic Arts Community Grant Final Performance Reports for Fiscal Year 2021/22 noting that of the \$45,958 approved a total of \$38,140.34 was expended leaving a balance of \$7,817.66.

Commissioner Simmons questioned why only eight grants were awarded when thirteen had been awarded during the previous cycle. Commissioner Giancola advised that it was due to a reduced number of applicants applying and Commissioner Coleman-Knight advised there was a lot of uncertainty, especially with performance arts. As to whether the public would attend events.

Commissioner Simmons asked about outreach done to promote the Community Grants and whether it was the same applicants that regularly applied for funding. Commissioner Coleman-Knight provided information about the mandatory meeting requirements for applicants applying for grants and the timeline of the pandemic and Commissioner Giancola discussed the outreach that is done.

Chairperson Song noted that the mandatory workshop for applicants to attend is scheduled to be held via Zoom on December 10th from 10:00 a.m. till noon.

Mr. Reda advised that staff could reach out to applicants who applied for FY 2020/21 and encourage them to reapply for FT 2023/24. Commissioner Simmons questioned if there was an identified list of applicants that can be encouraged to apply for funding and if there were other ways of outreaching being considered. Ms. Prater advised that commissioners had asked staff to update information on the website and Chairperson Song will be encouraging commissioners to reach out to groups. She advised that a Press Release will also be released providing details about the Community Grant.

Commissioner Coleman-Knight provided details about an updated county list of organizations and felt Commissioner Simmons was correct in feeling there was a need to do more outreach. Mr. Reda provided details about required attendance by applicants at the workshop.

Chairperson Song advised that as soon as the grant package is available from staff it will be shared with the organizations and the public encouraging them to apply. She will also ask commissioners to contact agencies so they can encourage them to apply.

Ms. Prater informed Commissioner Coleman-Knight that the city's website would be used for providing information about the community grant program.

6. Review and Approve Civic Arts Commission Meeting Schedule for 2023

Ms. Prater reviewed with commissioners the proposed Civic Arts Commission Meeting Schedule for 2023 noting that according to the Pleasanton Municipal Code "The commission shall attempt to meet on a monthly basis at a predetermined time and place but shall meet at least four times each calendar year". She noted that the commission would not be meeting December 2022 and January 2023.

Commissioners reviewed the proposed schedule and made no changes.

A motion was made by Commissioner Coleman-Knight, seconded by Commissioner Giancola, to approve the Civic Arts Commission meeting schedule for 2023.

ROLL CALL VOTE:

AYES: Commissioners Coleman-Knight, Frey, Giancola, Mundaden, Simmons, and Chairperson Song.
NOES: None
ABSENT: Commissioners Baiocchi, Farley-Rodgers, and Yee.
ABSTAIN: None

7. Review and Comment on the Civic Arts Project Status Report for November 2022

The November 2022 Civic Arts Project Status Report was reviewed with commissioners by Ms. Prater. She encouraged commissioners to visit the Pleasanton Art League 15th Annual Fall Members' Show at the Harrington Gallery that is held from October 29 – December 17, 2022.

Commissioner Coleman-Knight commented on the Goals and Strategies of the Cultural Plan that show in the report as being Completed and In-Progress. She questioned how grants awarded will meet certain goals and whether they are being considered. Chairperson Song felt the Cultural Plan was a work in progress. Ms. Prater shared that at a future meeting the Cultural Plan will be placed as an agenda item.

Commissioner Simmons asked about updating the Cultural Plan and Ms. Prater advised it was not being considered at this time.

COMMISSION REPORTS

8. Committee Meetings

- a. **Public Art Website Subcommittee** – Commissioner Coleman-Knight advised she has been having discussions with the city about putting QR codes on public art pieces. She noted that the intent of this subcommittee is to bring art to the community and make it easy for people to access information about pieces and it is important to have the city's support in doing this.

Commissioner Giancola agreed it would be great to have QR codes available so people can learn about the artist and background of the pieces.

Commissioner Simmons suggested consideration be given to putting information about QR codes into a public art event that could also include a marketing aspect.

Commissioner Coleman-Knight discussed the importance of getting art to be interactive, so people are attracted. She noted that the Subcommittee will be discussing what the next steps should be.

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

- A. Commissioner Simmons commented on the recent Community Band performance, how well it was done and the coordination of the music with the photos. Commissioner Coleman-Knight discussed her involvement with putting the photographs together. She noted there were fifteen musicians and about one hundred and fifty people who attended the performance.

Commissioner Frey questioned whether any of the photos used had come from the Museum on Main that had received funding from the grant program. Commissioners further discussed the music and visuals at the event.

Chairperson Song suggested if available, that a video from the event be posted on the city's website and Commissioner Coleman-Knight thought it was something that could also be shown at the Senior Center.

- B. Commissioner Coleman-Knight provided information about a Zoom meeting she had attended for the county advising she had made comments at the meeting about the lack of county funding provided to Pleasanton and had been asked how outreach by the county could be done. Commissioner Simmons suggested the formation of a foundation.

Commissioner Giancola commented on an art facility tour she had taken in Tracy and how they had formed a foundation to help raise funds. She also commented on the large amount of foot traffic they get at this art gallery.

- C. Chairperson Song provided details about an event she had visited that was what appeared to be stained glass but was items made from vinyl. She indicated she would email information about the artist to Ms. Prater and discuss the possibility of having this event brought to Pleasanton.

- D. Commissioner Mundaden confirmed with Ms. Prater that the commission would not be meeting in December 2022 and January 2023.

FUTURE AGENDA TOPICS

- Selection of Commission Chair, Vice Chair and Committee Assignments for 2023
- Community Grants Mid Term Report
- QR Codes
- Utility boxes
- 2014 Cultural Plan

ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 7:48 p.m.