

Minutes

Cultural Arts Commission

October 9, 2012

REGULAR MEETING
5:00 p.m. – Placentia City Hall

MEETING CALLED TO ORDER by chair at 6:04pm.

ROLL CALL:

Present: Silva, Ortiz, Jacklin, Gibbs

Absent: Coward

Staff Present: Director Steve Pischel, Liaison Felipe Zambrano, Matthew Brand

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

None.

COMMISSIONER COMMENTS AND REPORTS

None.

CULTURAL ARTS AGENDA

1. Approval of Minutes

A **MOTION** to approve the minutes of 9-11-12 was made by Commissioner Gibbs, **SECONDED** by Chair Silva, and passed with a **VOICE VOTE** of 3-0-1. Commissioner Ortiz abstained.

2. Commissioner Training

Director Pischel went over the handbook, some of its key points, voting, and informed the committee that there would be a full training for all and commissioners in the future. Liaison Zambrano went over rules and regulations for subcommittees. Both Director Pischel and Liaison Zambrano explained how the Cultural Arts Commission was a working committee because of all the programs that are implemented by the Commission. Both Director Pischel and Liaison Zambrano stressed to the Committee that they wanted to be a resource to the committee and assist them in any way possible.

3. Paint Placentia

Gibbs informed the Committee that the Paint San Clemente program is run by the San Clemente Art Association and not the City of San Clemente. She suggested that the Commission might partner the Art Association of Placentia in the future.

4. Concerts in the Park 2012

Liaison Zambrano passed out the survey results from the 2012 summer Concerts in the Park. Gibbs suggested putting the survey on the city website or creating an app to allow people to fill out the surveys using their smart phones.

5. Subcommittee assignments

Chair Silva suggested possibly advertising for commission members in the Orange County Register as has been done in the past. Chair Silva suggested creating an agenda for subcommittee meetings in order to allow more than two people to be on the subcommittee. Liaison Zambrano will send out a list of subcommittees and their responsibilities to all commission members. Gibbs asked what the age requirement was to be on the Commission. Liaison Zambrano will find out if there are any age requirements and email his finding to the members of the commission.

6. Cultural Arts Logo

The committee decided to create an agenda for the Cultural Arts Logo subcommittee meeting in order to allow more than two people on the subcommittee. The subcommittee meeting will take place 11/13/12 at 5:00pm.

7. C.A.P.E.S.

Chair Silva reported that she had contacted the school district and that the applications had been distributed. Liaison Zambrano said that he had already received one application.

8. Heritage Festival and Parade

Liaison Zambrano will email any changes that have been made to the commissioners that are volunteering at the festival.

9. Budget

Liaison Zambrano explained to the newer members that the budget is based on a fiscal year that is approved up until June. He will provide an updated balance of the budget for the remaining fiscal year at the next meeting. This number will include where funds were spent. Chair Silva asked what would happen if for some reason there was C.A.P.E.S. money left over due to fewer applicants. Liaison Zambrano informed the committee that the money would carry over to the next fiscal year because it was not a part of the general fund.

10. Winter Holiday Celebration

The Committee discussed how entertainment check in went the previous year. The committee also discussed the lengthy performance gap on the main stage that was caused by sound checks. Liaison Zambrano will inform the committee of when the planning meetings will be taking place.

11. Agenda Building and Meeting Schedule

Cultural Arts Logo, Christmas Decoration Contest, Budget, Winter Holiday Celebration, Vice Chair, Goals and Objectives, Commission Recruitment/ Age Requirement, Subcommittee Assignments, C.A.P.E.S.

STAFF COMMENTS

None

ADJOURNMENT

Chair Silva made a **MOTION** to adjourn until Tuesday, November 13, 2012 at 5:00 pm. The **MOTION** was **SECONDED** by Commissioner Jacklin, and passed with a **VOICE VOTE** of 4-0. The meeting will take place in the front conference room, located at City Hall, 401 E Chapman Avenue, Placentia.
