

# NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular Meeting of the **TRACY ARTS COMMISSION** is hereby called for:

**Date/Time:** **Tuesday, June 14, 2011, 7:00 p.m.**  
(or as soon thereafter as possible)

**Location:** **Grand Theatre Center for the Arts, Visual Arts 1**  
**715 Central Ave., Tracy, CA**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy Arts Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

1. Call to Order
2. Roll Call
3. Items from the Audience - *In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2008-140, any item not on the agenda brought up by the public at a meeting shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Tracy Arts Commission member to sponsor the item for discussion at a future meeting.*
4. Approval of Minutes from Regular Meeting on May 10, 2011
5. Correspondence
6. Election of Chair and Vice-Chair
7. Old Business-None
8. New Business
  - a. Select or Appoint a Commissioner to the Civic Art Subcommittee
9. Items from the Commission
10. Items from Staff
11. Items from the Audience
12. Adjournment

**POSTED: June 9, 2011**

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000, at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Tracy Arts Commission regarding any item on this agenda will be made available for public inspection in the Cultural Arts Division located at 715 Central Avenue, Tracy, CA during normal business hours.

**TRACY ARTS COMMISSION  
REGULAR MEETING MINUTES  
May 10, 2011**

1. **CALL TO ORDER:** Chairman Silveira called the meeting to order at 7:05 p.m.

2. **ROLL CALL:**

- a. Present: Barbara Howard; Marlene Jones; Jass Sangha; Mercedes Silveira, Anne Marie Fuller; Michael Hays, Ffjorren Zolfaghar
- b. Absent:
- c. Staff Present: William Wilson, Gallery Supervisor; Jeffrey Haskett, Technical Theatre Supervisor
- d. Recorded By: Stacey Merjil, Administrative Assistant II

3. **ITEMS FROM THE AUDIENCE:**

4. **APPROVAL OF REGULAR MINUTES FROM April 12, 2011:**

- Regular Minutes April 12, 2011
- a. Motion: Commissioner Fuller
- b. Second: Commissioner Zolfaghar
- c. Abstain: None
- d. Vote: Approved

5. **CORRESPONDENCE:**

6. **OLD BUSINESS:**

**REVIEW AND DISCUSS AND ACCEPT DONOR FORM, SCRIPT, AND RACK CARD**

**FOR FUNDRAISING:** GS Wilson informed the Commission there will be an initial printing of 1000 rack cards for their use. The concept of the tree design was to represent cultural and growth with the Music in the Park series. The Commission requested the yellow color block be changed to green. Commissioner Jones motioned to approve the rack card and Commissioner Howard seconded the motion. Motion carried.

Upon review of the script Commissioner Howard still had concerns regarding the donation policy. Commissioner Howard feels it will be difficult to ask for donations without being able to give the donor something in return.

The fundraising goal for the Commission is \$2500. The Commission can continue fundraising even if the goal is met. Commissioners wanted to know how donors would be recognized. The Commission seemed to be in agreement that a certificate would be a nice way to acknowledge the donor. At this time staff has not designed the certificate. The donors will also be listed inside one of the poster boxes at the theatre.

GS Wilson stated that the script was written to be helpful for novices in fundraising. This will be a useful tool when Commissioners begin their fundraising efforts. GS Wilson also passed around a sample of the donor form completely filled out for Commissioners.

Commissioners can now begin the process of fundraising for their events. Donations will need to be turned into the box office for deposit into the designated account.

- a. Motion: Commissioner Fuller
- b. Second: Commissioner Sangha
- c. Abstain: None
- d. Vote: Approved

7. **NEW BUSINESS: NONE**

- a. **SELECT EMERGING ARTIST AUDITION DATES:** Commissioners Silveira, Sangha and Zolfaghar agreed to be present at the audition dates. The dates are as follows: June 3<sup>rd</sup> 5:00pm-6:30pm and June 4<sup>th</sup> 10:00am-11:30am.
- b. **SELECT COMMISSIONERS TO EMCEE THE 2011 MUSIC IN THE PARK SERIES:** Commissioners selected their dates to emcee for the 2011 Music in the Parks Series. The final list will be emailed to Commissioners.
- c. **REVIEW AND DISCUSS CONCESSION SALES FUNDRAISER AT MUSIC IN THE PARK SERIES:** TTS Haskett informed the Commission that concessions would be available for them to sell and use as part of their fundraising efforts at each of the stand alone Music in the Park Concerts. Profits would be minus expenses. At least 2 Commissioners must be present at the booth at all times. If the Commission is unable to do so, TTS Haskett will have staff manage concessions, but the profits will go towards the Grand's concession revenue and not the Commission's fundraising goal. The Commission agreed they would like to sell concessions at the stand alone Music in the Park Concerts. Two Commissioners must be present.

8. **ITEMS FROM THE COMMISSION**

- a. **Commissioner Zolfaghar:** Missed the last meeting due to RENT tech week. She will be teaching drama camp at the Grand. Alice in Wonderland is the play. She also mentioned that Wickland School will no longer have choir and sports due to budget cuts.
- b. **Commissioner Howard:** Is remodeling her home.
- c. **Commissioner Sangha:** The Punjabi Cultural Club will be having an event on June 11<sup>th</sup> at Dr. Powers Park from 11:00am to 5:00pm. Admission is free.
- d. **Commissioner Jones:** Attended the San Francisco Symphony.
- e. **Commissioner Fuller:** Her daughter Rachel presented Thia Megia flowers at the West Valley Mall. She also attended the Poet Christian Dance Recital.
- f. **Commissioner Silveira:** The Southside Community is going to have 3 queens for the Sept 16<sup>th</sup> celebration. Also E-Gallery will have a 3 week exhibition representing the African American Cultural and the Mexican American cultural.

9. **ITEMS FROM STAFF:**

**Gallery Supervisor Wilson:** The Civic Art Subcommittee met to review the 11<sup>th</sup> Street Bridge CIP. There is a budget of \$650,000. An RFP will not be issued. Instead the City will manage it in house. The team will work with the design and landscape architect directly. Also the Landmark Design Project will go before City Council on June 7<sup>th</sup>. The Commission will also need to select a Commissioner to sit on the Civic Art Subcommittee due to the removal of a Commissioner for 3 absences. Elections will be held at the next meeting in June.

10. **ITEMS FROM THE AUDIENCE: None**

**11. ADJOURN:**

- |            |                     |
|------------|---------------------|
| a. Motion: | Commissioner Fuller |
| b. Second: | Commissioner Sangha |
| c. Vote:   | Unanimous           |
| d. Time:   | 8:21 p.m.           |

DRAFT

**CITY OF TRACY  
TRACY ARTS COMMISSION MEETING  
June 14, 2011**

**AGENDA ITEM 8.a.**

REQUEST

**SELECT OR APPOINT A COMMISSIONER TO THE CIVIC ART SUBCOMMITTEE**

DISCUSSION

The Civic Art subcommittee assists staff with the implementation of the 2003 approved Civic Art Plan. Commissioners will assist on recommendations on future and continuing projects, the on-going maintenance of the current public art and budget.

The current vacancy is a result of the attendance policy. Section C.3. paragraph 3, states "Should a member fail to attend three subcommittee meetings in a year, the member will be removed from the subcommittee and the three absences on the subcommittee will count as one absence on the regular scheduled commission meeting." A Commissioner will serve the remainder of the term.

The Chair may choose to ask for a volunteer or appoint a Commissioner to the Civic Art subcommittee.

FISCAL IMPACT

There is no fiscal impact at this time.

RECOMMENDATION

Select or Appoint a Commissioner to the Civic Art Subcommittee