

**Commissioners**

Carol Todd, Chair  
Nancy Selfridge, Vice Chair  
Jerry Welling  
Elizabeth Schneider  
Sandra Solitario  
Susan Theodore  
Anne Washburn

**Ex-Officio Commissioners**

Rose Marie Ansel  
Robert Reese  
Morgan Stock  
Mary Buskirk  
Erna Morris

**MINUTES**

**COLTON HALL MUSEUM AND CULTURAL ARTS COMMISSION**

**August 28, 2006, 4:00 p.m.**

**City Council Chamber**

- Present:** Commissioners Todd, Selfridge, Solitario, Theodore, Washburn, Welling, Reese and Stock
- Staff:** Kim Bui-Burton, Jim Conway, and Chalet Catlin
- Excused:** Commissioners Schneider and Morris
- Absent:** Ansel and Buskirk

**I. CALL TO ORDER**

Chair Todd called the meeting to order at 4:02 PM.

**II. APPROVAL OF MINUTES**

Meeting of July 24, 2006. **MOTION:** Motion made by Commissioner Theodore to approve minutes. Seconded by Commissioner Welling. All ayes, motion passed.

**III. PUBLIC COMMENTS**

No Comment

**IV. STAFF REPORTS**

**A.** Activity report - Kim presented to the commission Jim's activity report covering July and August. The commissioners commented on the Huell Houser project and Jim gave them an update. Kim had an addition, reporting on the fire in the construction site near the Pacific Biological lab. The lab was secured and no damage was inflicted on the building. This event sparked a discussion within the division for a disaster plan.

**B.** Update on Call for Music - Staff informed the commission that the Call for Music had been sent out and advertised. Deadline for submissions is October 13, 2006. Jim told the commission that we are already getting inquires from prospective performers. Kim outlined briefly the guidelines for the commission and stated that at the next meeting a sub-committee would be formed to evaluate the submissions.

**C.** Update on Call for Art - Staff informed the commission that the Call for Art had been sent out and advertised. Deadline for submissions is October 13, 2006. Kim outlined the guidelines for the commission the process for selecting the artist for the Alvarado Gallery. Jim told the commission that their questions will be covered in the staff report in October.

**D.** Update on Cultural Arts Grants - Kim told the commission that staff was collecting information regarding the past grants and will be presenting a staff report in October. Commissioner Todd suggested that the grant process be held over until after the First of the year. Kim re-iterated the grant amount was \$10,000.

**E.** Update on NIP Monument Repair Project - Jim informed the commission that the request for proposal had been completed and sent out to six conservators. The commission asked about a time line. Kim told them that after the selection process, it would be up to the conservator working around the weather to outline a timeframe for the work to be done. Jim informed them of the September 22 close date for submittals.

## **V. OLD BUSINESS**

**A.** Status of City Memorial for Commissioner Nash - Commissioner Reese gave the commission an update on his contact. The price was \$600. Staff to follow up with the City's parks department. Commissioner Todd spoke with Commissioner Nash's wife who was thrilled with the idea of a memorial to Nash was being implemented by the commission.

**B.** Fundraising Sub-committee report - Commissioner Washburn presented the commission with the work that the sub-committee had done thus far. The Angel project, having new Angels created for a fundraising auction, is coming along. The purpose of the fundraiser was established - funds from the auction will be used for the restoration of the Monterey Angels and to grow the Cultural Arts Grants fund. The large Angels, painted by local artists are to be auctioned off, the medium and small Angels, painted by schools or youth art groups are to be sold at a set price. Commissioner Selfridge contacted artist and was getting a good response. January was set as the time to get commitments. Staff to provide listing of past exhibitors to contact. Letters to businesses and artists were reviewed, edited. Commissioners requested that two items be added to next month's agenda for approval of this project and request for a special show be reserved in the 2008 series for participating artists. Much discussion followed. Commissioner Todd was assigned to contact businesses. Venues were discussed, Commissioners Theodore and Solitario concluded that the Alvarado Gallery was the best venue. The Marsh building was eluded to and Commissioner Todd was assigned the task of contacting the new owner, Jerry Janssen, to see whether it could be an option. Commissioner Welling gave his report on the plywood. Budgets and seed money was discussed. Kim explained the use of the seed money in the restoration fund. Extensive discussion regarding sponsorship, timelines, type of auction, artists' receptions, and other logistics followed. Commissioner Washburn requested that everyone given tasks get back to her by September 11, so that a final Fundraising project proposal can be put together and presented at the September meeting. Kudos were given to the committee and all their work thus far.

## **VI. NEW BUSINESS**

**A.** Discussion of Employee Appreciation idea - Commissioner Washburn shared with the commission what the Library Board had done with a special Christmas party. Jim informed the commission that the division employees worked different shifts but would be able to arrange availability on a particular date. Lunch and cake was discussed. Kim to canvass the staff and arrange a date in October. **MOTION:** Commissioner Solitario made a motion to have a museum employee appreciation luncheon, tea or dinner in October. Seconded by Commissioner Theodore. All ayes, motion passed.

**VII. COMMISSION COMMENTS**

- A.** Stock: Asked Commissioner Washburn about the E-bay auctioning of the Angels.
- B.** Solitario: None.
- C.** Theodore: Commented that she had to leave due to a 5:30 meeting she needed to attend.
- D.** Washburn: Asked about the commissioners stipend and reimbursement of fees for the Ethics training course. Staff informed her that commissioners did receive stipends and that she should submit her certificate of attendance to the city clerk for reimbursement.
- E.** Welling: House tour is on the History Fest Flyer. Asked for volunteers for docents at his house which will be on the tour. Carol volunteered. Anne stated it would be held on October 15<sup>th</sup> with volunteers getting free tickets and invited to a reception after the tour.
- F.** Reese: Impressed by the energy and eagerness of the new commissioners.
- G.** Selfridge: Thanks to staff for all the information which was included in the packet. Pleasantly pleased with the Ethics training. Every city employee should take the course.
- H.** Todd: Shared with the commission that Anne Washburn was going to have a show of her scarf work Friday, October 6 from 3-5 at Diane Bauer's house. Also very pleased with the Ethics training and felt that the Colton Hall Museum and Cultural Arts commission was very ethical. Very proud of everyone.

**VIII. ADJOURNMENT**

- A.** Chair Todd adjourned the meeting at 5:20 PM.
- B.** Next Meeting: September 25, 2006, 4:00 PM, City Council Chamber

Minutes by Chalet Catlin