

**Commissioners**

Carol Todd  
Jerry Welling  
Elizabeth Schneider  
Sandra Solitario  
Susan Theodore  
Anne Washburn  
Maria Dias

**Ex-Officio Commissioners**

Rose Marie Ansel  
Robert Reese  
Morgan Stock  
Mary Buskirk  
Erna Morris

**MINUTES**  
**COLTON HALL MUSEUM AND CULTURAL ARTS COMMISSION**  
**May 29, 2007 4:00 p.m.**  
**City Council Chamber**

**Present:** Commissioners Washburn, Schneider, Theodore, Todd, Welling, Dias, and Stock

**Staff:** Kim Bui-Burton, Doug Holtzman, Jim Conway, and Judy White

**Absent:** Commissioners Morris, Solitario, Ansel, Reese and Buskirk

**I. CALL TO ORDER**

**A.** Chair Washburn called the meeting to order at 4:00 PM.

**II. APPROVAL OF MINUTES**

Minutes of April 23 2007 were reviewed. **MOTION:** Motion made by Commissioner Welling to approve minutes, seconded by Commissioner Theodore. All ayes motion passed.

Minutes of April 30 2007 were reviewed. **MOTION:** Motion made by Commissioner Dias to approve minutes, seconded by Commissioner Welling. All ayes motion passed.

**III. PUBLIC COMMENTS**

No Comment.

**IV. STAFF REPORT**

ACTIVITY REPORT – Kim needs volunteers for the June 21 Preserve America event. A list is being put together of those available to help. Kim expressed the good work done by Jim at the Lower Presidio Park with the publicity last week, wishing this could be a larger part of his job. Jim mentioned over 70 people attended the Walking Tour last week and has received a lot of follow up emails about how informational and helpful the tour was for them.

Commissioner Washburn commented every time you turn on TV you see Jim talking about one subject or another. Jim mentioned that there will be a segment on the television show Mythbusters on the Discovery Channel on Wednesday, 5/30 at 9:00 pm called Myths of the Old West with images of the jail showing how to break out.

A new walking path was done last week by volunteers from Hewlett Packard that runs from Corporal Ewing Road to the new bridge. The bridge is in, but no approach to it yet. Kim recognized how much work is being done with shortage of staff, including those working long hours and on weekends.

**V. OLD BUSINESS**

**A. CULTURAL ARTS GRANTS** – Kim explained that letters have gone out to both the recipients of the grants and to those who did not make it on the list. A copy of the Resolution was included in the packet that went out to all organizations who received the letters. Checks will be cut when invoices are received and completed by 12/31/07.

**B. 2007 ANGEL FUNDRAISING** – Commissioner Welling mentioned he would be picking up a completed angel Tuesday evening. The list from Chalet is updated and there are a total of 23 angels. Commissioner Welling is providing Artists' contracts to Chalet. Commissioner Theodore asked about displaying the angels in businesses like Copy King and Never on Sunday. Commissioner Todd suggested looking at downtown merchants who might be able to have an angel to display as well as contribute \$50. She and Commissioner Schneider are going to walk to the businesses on Alvarado Street and talk to some of the merchants about displaying an angel. Commissioner Welling indicated he had not yet received a bill from Hayward for the plywood. Commissioner Morgan asked about the small angel and Commissioner Welling stated that they needed someone for that project.

**C. 2007-2008 BUDGET UPDATE** – Kim indicated the City Manager will propose the budget at the June 4 2007 meeting. At this point it appears the city is looking at reclassifications of some of the positions in the city which could affect salaries. Example was made of change last year for Police which may be done soon for Fire as all positions need to be competitive to keep people in the area, so the City Manager will likely propose salary increases. Capital budget items like maintenance of structures may not make it as well as additional part time staff for archival proposal for Library and Museum. Kim told the commission that the additional \$10K to the Cultural Arts Grant would most likely not make this budget cycle. What may make it in the budget would be \$700 for Commissioner training, \$7,707 towards internal maintenance, restoration and refurbishment of the existing collection, and \$12,500 to promote historic tourism programs for outside groups. The agenda should be online by Friday pm before the meeting. It would be nice to have Commissioner represented at this meeting. June 19<sup>th</sup> meeting is when Council will act on the budget.

**D. COMMISSIONER RETREAT** – Kim had tentatively set June 8 from 3:00 – 6:00 pm for the retreat, however it is now being changed to June 15 from 3:00 – 6:00 pm as some Commissioners cannot make the first date. Commissioner Washburn will call Commissioner Solitario's husband to see if she can make June 15. Chalet will check to see if Council Chambers available and if not may use Library room.

## **VI. NEW BUSINESS**

### **VII. COMMISSION COMMENTS**

**A.** Commissioner Theodore asked if Alvarado Gallery could be open on weekends. Commissioner Welling explained if there are no events taking place on weekends, it is too expensive to pay staff/security just for the Gallery. Kim explained the Conference Center cannot be open without staff/security.

**B.** Commissioner Dias asked why exhibits do not change at the Presidio. Jim explained that some have changed and some have been added. The cost for the right research, terminology, and labels is very intensive. Easier to maintain what is currently there. Exhibits at the Parking Garage do rotate. Commissioner Dias felt it would be more inviting for visitors to return if exhibits were changed. Kim mentioned that in the past there had been more staffing, but with the shortage it's hard to have personnel on hand to help with this activity. Jim commented that there isn't enough Native American, Mexican or Spanish material currently displayed as it is set up for the American period. Museums borrow pieces from other museums if this would be something to look at for the future. Kim mentioned that the Presidio is all volunteers.

**C.** Commissioner Welling mentioned Commissioner Dias would like to help with the promotional advertising for the Angel project because of her marketing background. Commissioner Dias asked about existing brochures available. Kim mentioned there is currently a city wide brochure and website being managed by CSUMB classes that will include Google maps, walking tours, 360 tour Podcast and she will bring a sample to the next meeting. Commissioner Dias spoke about a Multi-media service on cell phones that provide entire stories with just pushing a few numbers. Jim is in contact with two companies that do this type of service, which include licensing fees and developing the stories. Kim said all involved are figuring out the website and where it will live. Jim mentioned that this is a Senior project at CSUMB so it will not be as professional as if done by an outside agency. If it looks well it might be sold at Colton Hall. Just sold 10 copies of the Reinactment tapes to Long Beach School System.

**D.** Commissioner Todd commented on the polishing of stones at Lake El Estero on the De Anza Walk as it is good publicity for the Museum and the stones need polishing.

### **VIII. ADJOURNMENT**

**A.** Chair Washburn adjourned the meeting at 4:50 PM

**B.** Next Meeting: June 25, 2007, 4:00 PM City Council Chambers

Minutes by Judy White