



AGENDA – CULTURAL AND FINE ARTS COMMISSION

March 21, 2018
7:00 p.m. Regular Meeting
City Council Chamber
6650 Beach Boulevard
Buena Park, CA 90622

CALL TO ORDER:

ROLL CALL: Aceves, Clarke, Hurtado, Koo, Park, Patterson
EXCUSED: Kim
ALSO PRESENT: Margaret Riley, Director of Community Services
Imani Tolliver, Community Services Supervisor
Maya Mackrandilal, Community Services Coordinator
Mary Coles-Guzman, Senior Administrative Assistant

PLEDGE OF ALLEGIANCE: led by Commissioner Clarke.

1. **APPROVAL OF MINUTES:** February 21, 2018. Commissioners Hurtado/Clarke approved the minutes as presented.
2. **PUBLIC COMMENT:** Council Liaison, Virginia Vaughn was present.
3. **DIRECTOR'S / STAFF REPORT:** Margaret Riley, Director of Community Services welcomed new commissioners Carmen Koo and Jenny Park. Both commissioners provided a brief introduction of themselves and look forward to serving on the commission as well as the community.
4. **CITY UPDATES:** None.
5. **DISCUSSION / ACTION ITEMS:**
 - a. **Business Card and Email Request Procedure (Staff)** - Ms. Riley thanked the commissioners that attended the training hosted by the City Clerk's office. The training was held on March 6, 2018. Staff distributed the business card request form as well as the contact information for Manhattan Stitching for those interested in purchasing city apparel. Commissioners are encouraged to complete the business card request form and return to staff for order processing.

- b. Children's Art Festival Highlights (Staff) - Imani Tolliver, Community Services Supervisor reminded the commission of the Children's Art Festival that will be held on Saturday, April 21, 2018 at the Buena Park Community Services building. Flyers were distributed.
 - c. Re-establish Fine Arts Cultural Event Ad Hoc Committee (Patterson) - Vice Chair Patterson expressed interest in re-establishing the cultural fair event that would include music, art, dance, and food representing the various cultures within the city. The commission would need to provide written guidelines to staff which, in turn, will be presented before City Council. After discussion, Commissioners Aceves, Patterson and Park volunteered to be on the committee. Commissioner Hurtado made a motion to accept the ad hoc committee as is. Commissioner Patterson seconded. Hearing no further discussion, the motion carried.
 - d. Enterprise Account (Staff) - Ms. Tolliver reported the beginning balance was \$4,704.36 less \$875.00 for the High School Art Show Awards plus donations in the amount of \$565.00. The ending balance was \$4,394.36.
6. QUARTERLY PROGRAM UPDATE: Chair Aceves announced the following programs as listed:
- a. List of Quarterly Programs
 - i. Children's Art Festival & Jr. High Art Show, Buena Park Community Center, April 21, 2018 12:00 p.m. - 5:00 p.m.
 - ii. Love Buena Park, The Source, April 28, 2018, 8:00 a.m. - 12:00 p.m.
 - iii. Jazz Under the Stars, The Plaza at Ehlers Event Center, April 30, 2018 7:00 p.m. - 9:00 p.m.
7. COMMISSION VOLUNTEER OPPORTUNITIES
- a. Children's Art Festival & Jr. High Art Show Confirmed: Commissioners Patterson and Clarke - Chair Aceves opened the discussion. After discussion, Commissioners Hurtado, Koo and Aceves confirmed they will attend.
 - b. Jazz Under the Stars Confirmed: Commissioners Aceves, Clarke, Hurtado, Kim and Patterson - Ms. Tolliver reported that she is looking for the presence of the commissioners at this event to interact with the public and get feedback from those in attendance. Commissioners Koo and Park confirmed they will also attend.

Maya Mackrandilal, Community Services Coordinator, requested volunteers for judging the Elementary Art Show. Commissioner Clarke volunteered. Any other commissioners interested in assisting are asked to contact Maya directly for availability.

Ms. Mackrandilal also requested volunteers for the assembly of grab bags for the Elementary Art Show. After discussion, Commissioner Clarke volunteered. Commissioner Patterson will get back to staff with availability.

8. COMMISSIONER REPORTS - Commissioner Clarke attended the awards ceremony and had a great time. Commissioner Hurtado also attended the awards ceremony. There was great participation. Commissioner Park attended the commissioner training. It was a well informed training. Commissioner Koo also attended the awards ceremony. Staff did a phenomenal job. Commissioner Patterson also attended the awards ceremony and was blown away. Commissioner Aceves also attended the training and the awards ceremony and enjoyed them both.

Ms. Riley reminded Commissioner Koo that she will need to contact the City Clerk's office for a one-on-one commissioner training in order to obtain business cards, a city-issued email address or city apparel.

9. COMMISSIONER COMMENTS/FUTURE AGENDA ITEMS: Commissioner Clarke welcomed the new commissioners. Commissioner Hurtado also welcomed the new commissioners. Commissioner Park thanked everyone for such a warm welcome. Commissioner Park requested to add Music Education Program Discussion to the agenda for next month. Commissioner Patterson welcomed the new commissioners, as well and looks forward to working with everyone on the commission. Commissioner Aceves also welcomed the new commissioners and provided kudos to Ms. Mackrandilal on the spreadsheet that was created on the bands. It helped out tremendously on selecting the bands.
10. ATTENDANCE SHEET - Report was distributed.
11. ANNOUNCEMENTS:
 - a. Next City Council Meeting: Tuesday, March 27, 2018 5:00 p.m.
 - b. Next Cultural and Fine Arts Commission Meeting: April 18, 2018 7:00 p.m.
12. ADJOURNMENT: There being no further business, Chair Aceves adjourned the meeting to the next Cultural and Fine Arts Commission meeting on Wednesday, April 18, 2018 at 7:00 p.m.