

**CITY OF BUENA PARK
CULTURAL & FINE ARTS COMMISSION
September 19, 2018**

CALL TO ORDER: Vice Chair Patterson called the Cultural & Fine Arts Commission Meeting to order at 7:00 p.m., City Hall Council Chamber, 6650 Beach Boulevard, Buena Park, California.

ROLL CALL:

Present: Koo, Park, Patterson, Hurtado, Walker, Clarke
Excused: Kim
Also Present: Margaret Riley, Director of Community Services
Imani Tolliver, Community Services Supervisor
Maya Mackrandilal, Community Services Coordinator
Angela Arias, Acting Senior Administrative Assistant

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Commissioner Koo.

1. **APPROVAL OF MINUTES: Meeting of July 17, 2018 -**
***M/S/P - Commissioners Hurtado/Koo approved the minutes as presented.
2. **PUBLIC COMMENT:** None.
3. **DIRECTOR'S/STAFF REPORT:** Margaret Riley, Director of Community Services, announced that Mary Coles-Guzman has transferred and accepted a position with the City Clerk's Office and Angela Arias is the Acting Senior Administrative Assistant.
4. **CITY UPDATES:** Ms. Riley announced that the California Welcome Center will be closing as the contract is due to expire in December 2018 and City Council voted 3/2 to not reinstate the contract.
5. **DISCUSSION/ACTION ITEMS:**
 - a. Election of Officers - Vice Chair Patterson opened nominations for Chair of the Cultural & Fine Arts Commission.

Commissioner Hurtado nominated Commissioner Clarke as Chair, which was seconded by Commissioner Park. Hearing no other nominations, the nominations were closed.

Roll call was taken in favor of Commissioner Clarke as Chair. The votes were as follows:

AYES: 5 Commissioners: Koo, Park, Patterson, Hurtado, Walker, Clarke

NOES: 0

ABSENT: 1 Commissioners: Kim

ABSTAIN: 0

The ayes had it and Commissioner Clarke is the new Chair.

Chair Clarke then opened nominations for Vice Chair of the Cultural & Fine Arts Commission.

Chair Clarke nominated Commissioner Hurtado as Vice Chair, which was seconded by Commissioner Koo. Commissioner Hurtado nominated Commissioner Koo, which was seconded by Commissioner Clarke. Hearing no further nominations, the nominations were closed.

Roll call was taken in favor of Commissioner Hurtado as Vice Chair. The votes were as follows:

AYES: 5 Commissioners: Koo, Park, Patterson, Walker, Clarke

NOES: 0

ABSENT: 1 Commissioners: Kim

ABSTAIN: 1 Commissioners: Hurtado

Roll call was taken in favor of Commissioner Koo as Vice Chair. The votes were as follows:

AYES: 1 Commissioners: Hurtado

NOES: 5 Commissioners: Koo, Park, Patterson, Walker, Clarke

ABSENT: 1 Commissioners: Kim

ABSTAIN: 0

The ayes had it and Commissioner Hurtado is the new Vice Chair.

b. The Brown Act Review - Ms. Riley provided a Brown Act "refresher" presentation with respect to illegal meetings. It was discussed that if no agenda has been posted 72 hours in advance and a minimum of four Commissioners are engaging in active dialogue which is also known as a quorum, the Brown Act considers it an illegal meeting. This dialogue includes communication in the form of emails, telephone conversations and in-person communication. Ms. Riley cautioned the Commissioners on engaging in email communications since it is unclear who on the Commission has been engaging on a business item electronically. That is referred to as "Hub and Spoke" meetings. Following the presentation, an article titled, "The Brown Act and the Perils of Electronic Communication" was distributed to the Commissioners.

c. Selection of Commission City Logo Shirts (Staff) - Ms. Tolliver presented shirt selections for discussion and vote.

Commissioner Walker made a motion to first vote on the color, rather than the shirt style which was seconded by Commissioner Hurtado.

Roll call was taken in favor of voting for the color first. The votes were as follows:

AYES: 5 Commissioners: Koo, Park, Patterson, Hurtado, Walker, Clarke

NOES: 0

ABSENT: 1 Commissioners: Kim

ABSTAIN: 0

Chair Clarke made a motion to vote on the color blue which was second by Vice Chair Hurtado.

Roll call was taken in favor of voting for blue. The votes were as follows:

AYES: 5 Commissioners: Koo, Park, Patterson, Hurtado, Walker, Clarke

NOES: 0

ABSENT: 1 Commissioners: Kim

ABSTAIN: 0

The ayes had it and Commissioners voted on the color blue.

Commissioner Patterson made a motion to select shirt number one which is the Port Authority Heavyweight Cotton Pique Polo. The motion failed due to lack of a second.

Vice Chair Hurtado made a motion for shirt number two which is the Port Authority Rapid Dry Mesh Polo, Commissioner Walker seconded.

Roll call was taken in favor of voting shirt number two. The votes were as follows:

AYES: 4 Commissioners: Koo, Park, Hurtado, Walker, Clarke

NOES: 1 Commissioners: Patterson

ABSENT: 1 Commissioners: Kim

ABSTAIN: 0

The ayes had it and shirt number two won the vote.

Commissioner Walker made a motion for a more specific blue color; identified as sky diver blue which was second by Commissioner Koo.

Roll call was taken in favor sky diver blue. The votes were as follows:

AYES: 4 Commissioners: Koo, Park, Hurtado, Walker, Clarke

NOES: 0

ABSENT: 1 Commissioners: Kim

ABSTAIN: 1 Commissioners: Patterson

The ayes had it and sky diver blue won the vote.

The shirt is at the expense of the commissioner.

d. Music Education AD HOC Committee Update (Staff) - Ms. Riley announced that the AD HOC Committee proposed to integrate the Music Education Pilot Program with the Boys and Girls Club and Love and Music. Commissioner Park announced that she is waiting on a confirmation from the Boys and Girls Club Executive Director Todd Trout. Commissioner Koo confirmed that the program has to be further explored by the Boys and Girls Club due to liability issues, and transportation issues. This item will be tabled for next month with an update from Commissioner Park.

- e. Cultural Festival AD HOC Committee (Staff) - Ms. Riley announced that City Council requested that staff explore what financial assistance the Source is willing to provide for the estimated \$23,700 Cultural Festival. The Source confirmed that they will provide the venue, and stage. Ms. Riley is waiting for a formal financial commitment from Assistant Marketing Manager, Chloe Lee.
- f. Buena Park Youth Theatre Evaluation (Staff) - Maya Mackrandilal, Community Services Coordinator reported on the success of Once On An Island. A total of eight performances brought in \$5,944 in revenue and of that 15% was transferred to Friends of Buena Park Youth Theatre: \$891.60.
- g. Summer Concerts Evaluation (Staff) - Ms. Mackrandilal provided a brief presentation on the success of Summer Concerts in the Park.
- h. Civic Theatre Evaluation (Staff) - Ms. Mackrandilal provided a brief presentation on the success of Xanadu. A total of six performances brought in \$5,608 in revenue plus an additional \$1,626 from GoldStar tickets for a total of \$7,234.
- i. Exhibiting Artist Program: COACT Group Art Show/Celebrating Diversity and Humanity (Staff) - Ms. Mackrandilal provided a brief presentation about the reception that was held on August 31, 2018 in the Council Chamber where awards were presented to the students and Mayor Virginia Vaughn received a plaque of appreciation along with a ribbon tree. The COACT Group used the art show to fundraise money and supplies for a local school in Fiji.
- j. Live Scan Fingerprint (Staff) - Ms. Riley presented on Ordinance No. 1650 which was passed on August 28, 2018 by City Council. The ordinance requires Cultural & Fine Arts Commissioners to get live scan fingerprints due to the nature of working with children. The Ordinance goes into effect September 28, 2018. She asked the Commissioners to contact Human Resources on or before October 12, 2018 to arrange an appointment for a live scan fingerprint at the Buena Park Police Department.
- k. Enterprise Account (Staff) - Ms. Tolliver reported the beginning balance was \$1,726.90 less expenses of \$316.50 for candy/coffee bar supplies and band meals and refreshments. An additional \$263.00 was received from vendor donations. A total of \$750.00 was made in candy/coffee bar sales at Summer Concerts and a total of \$649.50 was made in candy/coffee bar sales at Civic Theatre. Staff also received a donation total of \$630.00 from the Boys and Berries Square Dancing Group. The ending balance was \$3,702.90.

6. QUARTERLY PROGRAM UPDATE: Chair Clarke announced the following programs as listed:

- a. List of Quarterly Programs
 - i. Exhibiting Artist: CO.ACT Group Exhibition: Appreciating Diversity and Humanity, Council Chamber, August 23 - October 5, 2018

- ii. Autumn Nights at the Plaza, 80's Halloween Costume Party and Concert, The Plaza at Ehlers Event Center, September 29, 2018, 7:00 p.m. - 9:00 p.m.
- iii. Boo-uena Park Fall Festival, Buena Park Historical Society, Saturday, September 29, 2018, 12:00 p.m. - 5:00 p.m.

7. COMMISSION VOLUNTEER OPPORTUNITIES:

a. Olde Tyme Fall Festival - Ms. Tolliver announced the need for volunteers for the Olde Tyme Fall Festival. Commissioners are asked to attend the event and volunteer at the craft stations. Commissioner Park volunteered to work.

b. Ushering for Autumn Nights at the Plaza, 80's Halloween Costume Party - Ms. Tolliver encouraged Commissioners to join the 80's party as ambassadors or ushering.

8. COMMISSIONER REPORTS: Commissioner Koo attended Summer Concerts and Dinner for Xanadu and had a great time at both. Commissioner Patterson attended the Art show and Xanadu Reception. Commissioner Hurtado attended the Commissioner Recognition, Xanadu, COACT Art Show, commented on the success of Summer Concerts. Commissioner Clarke attended the Commissioner Recognition and commented on the success of Summer Concerts and enjoyed each event attended.

9. COMMISSIONER COMMENTS/ FUTURE AGENDA ITEMS: None.

10. ATTENDANCE SHEET - Report was distributed and reviewed.

11. ANNOUNCEMENTS:

- a. Next City Council Meeting: Tuesday, September 25, 2018 5:00 p.m.
- b. Next Cultural and Fine Arts Commission Meeting: October 17, 2018.

12. ADJOURNMENT: There being no further business, Chair Clarke declared the meeting adjourned to the next regularly scheduled meeting on Wednesday, October 17, 2018 at 7:00 p.m.

ATTEST:



Angela Atlas, Recording Secretary



Sharon Clarke, Chair