

**CITY OF BUENA PARK  
FINE ARTS COMMISSION  
October 21, 2015**

**CALL TO ORDER:** Chair Rollins called the Fine Arts Commission to order at 7:00 p.m., City Council Chambers, 6650 Beach Boulevard, Buena Park, California.

**ROLL CALL:**

Present: Donnelly, Kim, Labok, Mahaffey, McGuire, Mulligan, Pitts, Rollins  
Absent: Walp  
Also Present: Steve Dorsey, City Attorney  
Shalice Tilton, City Clerk  
Margaret Riley, Community Services Director  
Imani Tolliver, Community Services Supervisor  
Shayna Gutierrez, Community Services Coordinator

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

- 1. APPROVAL OF MINUTES:** Meeting of September 16, 2015.  
Commissioner McGuire requested the minutes be revised to reflect the following changes: remove Commissioner McGuire's name on Item 5a – Civic Theatre Standing Committee report; she is no longer on that sub-committee.

Additionally, Commissioner McGuire requested the minutes be revised to reflect her comments on Item 4b – Autumn Nights Discussion. Going forward, Commissioner McGuire requested the commission be given advanced notice to help promote and market the various events.

*M/S/P* – Commissioners McGuire/Pitts - Motion to approve minutes as corrected.

- 2. PUBLIC COMMENT:** Council Member Vaughn was present.
- 3. DIRECTOR/STAFF REPORT:** Margaret Riley, Director of Community Services, announced the Mayor's Prayer Breakfast on Thursday, November 19, 2015 at 7:00 a.m. at the Knott's Berry Farm Hotel. Tickets are \$15 for seniors and \$20 for general admission.

Ms. Riley also announced the Youth Theatre ad hoc committee met. Present at the meeting were Council Member Swift, Mayor Brown, Ms. Riley and Ms. Tolliver. The agreement is currently under revision and will be presented before City Council for further discussion. Commissioner Mahaffey inquired if the Friends of Youth Theatre will be able to provide feedback on the revised agreement. Staff will seek direction from Council on how they would like to proceed. The commission will be notified when that item will be presented.

**4. DISCUSSION/ACTION ITEMS:**

- a. Discussion and Direction on Adhering to the Brown Act - Shalice Tilton, City Clerk, provided a general introduction to the Brown Act as well as a handout that she distributed explaining basic guidelines for the Brown Act. The Brown Act requires "All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter." – Government Code 54953(a).

City Attorney, Steve Dorsey provided a powerpoint presentation on Principles of Ethics and Conflict of Interests Laws as it pertains to the Brown Act. Commissioners Labok, Donnelly and Chair Rollins posed a few questions for Mr. Dorsey. Mr. Dorsey will look further into answering their questions and get back with the commission. Ms. Tilton, additionally, encouraged the commission to direct any further questions to her. She provided her contact information.

- b. Selection of 2016 Civic Theatre Production – Chair Rollins reported that the primary selection for the 2016 Civic Theatre production is "Into the Woods" with the alternates being "A Chorus Line" and "Joseph, the Technicolor Dreamcoat." Commissioner Mulligan made a motion to approve "Into the Woods" as the primary production with "A Chorus Line" and "Joseph, the Technicolor Dreamcoat as alternatives." Commissioner Labok seconded. Hearing no further discussion, the motion carried.
- c. Hospitality Expenditure for a plant for Mayor Pro Tem Fred Smith – Chair Rollins reported that Mayor Pro Tem Smith is home now and recovering well. After discussion, Commissioner McGuire made a motion to approve an amount not to exceed \$100 for a plant. Commissioner Mulligan seconded. Hearing no further discussion, the motion carried.
- d. December Commission Meeting and/or Christmas Party – Commissioner McGuire made a motion to host a holiday party in lieu of the December meeting. Commissioner Mulligan seconded. Hearing no further discussion, the motion carried.

In the interest of time, Chair Rollins requested an ad hoc committee be formed to plan the event. Commissioners McGuire, Mahaffey and Mulligan volunteered to be on the committee. After discussion, Commissioner Labok made a motion to allow the ad hoc committee to plan the holiday party and make the final decision on behalf of the commission. Commissioner McGuire seconded. Hearing no further discussion, the motion carried.

- e. Enterprise Account – Chair Rollins provided the report on the Enterprise Fund. The beginning balance for October 2015 was \$4,033.34. The ending balance remained the same as there were no other transactions recorded for the month.

**5. STANDING COMMITTEE REPORT:**

- a. Civic Theatre/Rollins – Commissioner Rollins reported that the sub-committee met and voted on the above productions as noted above on Item 4b.
- b. Community Service Recognition / Mahaffey – Nothing to report.
- c. Excursions / Mulligan – Commissioner Mulligan announced the next excursion is the Rose Parade; she will be hosting this excursion.

Shayna Gutierrez, Community Services Coordinator, reported on the success of the Solvang excursion. Due to the overwhelming response, staff was able to acquire a second bus which sold out as well. Staff received great reviews from the patrons.

- d. Exhibiting Artist / Kim – Nothing to report.
- e. Jazz Committee/ Pitts – Commissioner Pitts announced the Jazz Concert will be held on November 14, 2015 at 7:00 p.m. at the Ehlers Event Center. Tickets are \$20 each or \$10 on Goldstar. Ms. Tolliver announced that staff needs support in distributing flyers to local businesses. If anyone is interested, they will need to contact Ms. Tolliver directly. Everyone is encouraged to attend.
- f. Summer Concerts / Mahaffey – Nothing to report.
- g. Youth Theatre / Labok - Commissioner Labok reported that rehearsals for Once Upon a Mattress is coming along well. The “Spotlighters” performance at Silverado Days was a success. Commissioner Labok also announced the silent auction/fundraising dinner will take place on November 1, 2015; tickets are available for purchase.
- h. Youth Programs / Mulligan - Commissioner Mulligan reported on the upcoming 40<sup>th</sup> Anniversary of the Children’s Elementary School Art Show. The theme for this year’s show is, “This is What I Dream About in My Future.” Another meeting will be setup soon.

**6. VOLUNTEER SUPPORT ACTIVITIES:**

- a. Hospitality – Chair Rollins reminded the commission of the \$15.00 for hospitality dues is due at this time.

**7. LIAISON ORGANIZATIONS:**

- a. Community Chorus / Rollins - Chair Rollins reported that the chorus has been rehearsing for their upcoming Christmas show that will be held on December 13, 2015 at 3:00 p.m.

- 8. COMMISSIONER COMMENTS/ FUTURE AGENDA ITEMS:** Commissioner Donnelly thanked Youth Theatre for winning the booth prize at Silverado Days. Commissioner Mahaffey reported on the success of their booth at Silverado Days selling 128 trays of cobbler. Commissioner Labok requested to add purchasing banners to the November agenda. Commissioner Pitts thanked city staff for the time spent clarifying the Brown Act.

**9. ANNOUNCEMENTS:**

- a. Next City Council Meeting: Tuesday, October 27, 2015 5:00 p.m.
- b. Next Fine Arts Commission Meeting: November 18, 2015 7:00 p.m.
- c. Mayor's Prayer Breakfast: Knott's Berry Farm Hotel, November 19, 2015 at 7:00 a.m.

**10. ADJOURNMENT:** There being no further business, Chair Rollins called the meeting adjourned at 9:15 p.m.

**ATTEST:**

  
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Mary Coles-Guzman, Recording Secretary

  
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Marge Rollins, Chair