

**CITY OF BUENA PARK  
FINE ARTS COMMISSION  
January 20, 2016**

**CALL TO ORDER:** Chair Rollins called the Fine Arts Commission to order at 7:05 p.m., City Council Chambers, 6650 Beach Boulevard, Buena Park, California.

**ROLL CALL:**

Present: Donnelly, Labok, Mahaffey, McGuire, Mulligan, Pitts, Rollins, Walp  
Excused: Kim,  
Also Present: 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 McGuire.

1. **APPROVAL OF MINUTES:** Meeting of November 18, 2015.  
Chair Rollins requested the minutes be corrected to reflect the following change: Item 4d - Enterprise Account – the expenditure for the plant and flowers purchased for Mayor Fred Smith was out of the Hospitality Fund not the Enterprise Fund.  
*M/S/P* – Commissioners McGuire/Mulligan - 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 results of the December 8, 2015 Mayoral elections. Fred Smith is the new Mayor; the Mayor Pro-tem is Elizabeth (Beth) Swift. On January 12, 2016, Council Member Vaughn was appointed as the Liaison to the Fine Arts Commission Liaison. City Council also adopted an ordinance establishing a City Council district electoral system; and adopted a resolution establishing boundaries of the Council districts. These districts will be evaluated every ten (10) years. A map of the districts is available on the city's website or a copy may be obtained from the City Clerk's office.
4. **DISCUSSION/ACTION ITEMS:**
  - a. 2016 Summer Concert Performance Groups – Commissioner Mahaffey reported that the committee met and came up with a potential list of groups for consideration: Beatles Tribute Band, Wise Guys, Rory Seldon with Inner Session, Mariachi Tesoro de San Fernando, and Desperado.
  - b. Approval of the Youth Theatre Spring Show Selections – Commissioner Labok reported that the committee met. The primary show selection would be Disney's version of Beauty and the Beast; the alternate selection would be Sound of Music. After discussion, Commissioner McGuire made a motion to select the show selections as presented. Commissioner Donnelly seconded. Hearing no further discussion, the motion carried.

Additionally, Community Services Supervisor, Imani Tolliver reminded the commission of the new deadlines for submissions for the Buena Park Today.

- c. Proposed Budget Request for 2016 Jazz Concert Series – Commissioner Pitts reported that the committee is requesting \$20,000 to host two (2) shows: one on July 30, 2016 and the other on September 3, 2016. The cost of tickets will be increased to \$30 to help offset some of the costs. Ms. Tolliver mentioned that the date in July conflicts with tech week for Civic Theatre. Commissioner Pitts announced that another meeting is scheduled for February 11, 2016 at 4:30 p.m. The committee will discuss alternate dates at that time.

Ms. Riley reported that staff will include the commission's budget recommendations to the Finance Department when the expenditure reports are submitted. Ms. Riley added that staff will need justification with a cost breakdown from the commission. After discussion, Commissioner Donnelly made a motion for the 2016 season for two (2) Jazz concerts and possible headliner. All were in favor except for Commissioner Walp who opposed the motion. Hearing no further discussion, the motion carried.

- d. Enterprise Account – Commissioner Labok provided the report. The beginning balance for January 2016 was \$4,033.34. The ending balance remained the same as there were no other transactions recorded for the month. Commissioner Labok also reported on the Hospitality Fund. The remaining balance is \$247.00; \$67.99 was spent for the purchase of a plant and flowers for Mayor Fred Smith.

## **5. STANDING COMMITTEE REPORT:**

- a. Civic Theatre/Rollins – Commissioner Rollins reported that the sub-committee met. They are requesting to increase the budget by an additional \$25,000. The committee would like to put on more than one performance to help occupy space at the Plaza at Ehlers Event Center. Ms. Tolliver reminded the commission that any recommendations need to be submitted to staff as soon as possible.
- b. Community Service Recognition / Mahaffey – Commissioner Mahaffey reminded the commission to forward any nominations directly to her via email.
- c. Excursions / Mulligan – Shayna Gutierrez, Community Services Coordinator, reported on the success of the Rose Parade excursion. Staff received positive feedback from patrons. Overall, the excursion turned out well.
- d. Exhibiting Artist / Kim – Commissioner Kim was not present to provide the report. Ms. Tolliver announced the Elementary Art Show is currently on display in the City Council Chamber.
- e. Jazz Committee/ Pitts – The report was previously given.
- f. Summer Concerts / Mahaffey – No report at this time.

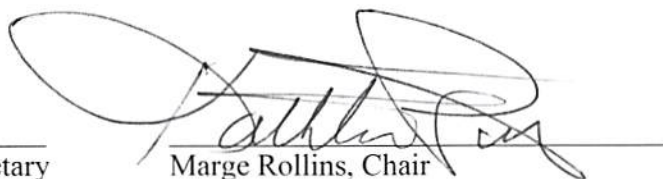
- g. Youth Theatre / Labok – No report at this time.
  - h. Youth Programs / Mulligan - Commissioner Mulligan announced the Children's Elementary School Art Show, "This is What I Dream About in My Future." The awards ceremony will be held on Friday, February 5, 2016 at 6:00 p.m. in the City Council chamber. All are encouraged to attend. Ms. Mulligan also announced the High School Art Show will immediately follow the Elementary School Art Show. The awards ceremony will be held on Friday, March 18, 2016 at 6:00 p.m. More details are soon to follow.
  - i. Ad Hoc Committee for Protocol Development – Chair Rollins reminded the commission to forward any ideas or thoughts to the sub-committee members. Commissioner Donnelly reported that he met with the City Clerk and received a guideline to follow.
- 6. VOLUNTEER SUPPORT ACTIVITIES:**
- a. Hospitality – The report previously given.
- 7. LIAISON ORGANIZATIONS:**
- a. Community Chorus / Rollins - Chair Rollins requested an increase to the budget for the Director and Accompanist to receive a raise. There has not been a raise given in over twenty (20) years. Ms. Tolliver reminded the commission that any increase to budgets need to be submitted to staff as soon as possible.
- 8. COMMISSIONER COMMENTS/ FUTURE AGENDA ITEMS:** Commissioner Donnelly inquired about the Request for Proposal for Musical Theatre that was distributed. Chair Rollins requested that the commission read through the proposal thoroughly and be ready to discuss at the next commission meeting. Commissioner McGuire inquired about purchasing of snacks for Summer Concerts. Going forward, commissioners will need to send their list to staff who, in turn, will purchase the snacks on their behalf. Commissioner Walp requested to have a new roster mailed to her.
- 9. ANNOUNCEMENTS:**
- a. Next City Council Meeting: Tuesday, January 26, 2016 5:00 p.m.
  - b. Elementary Art Show Awards Ceremony, Friday, February 5, 2016 6:00 p.m. – City Council Chamber
  - c. Next Fine Arts Commission Meeting: Wednesday, February 17, 2016 at 7:00 p.m.
- 10. ADJOURNMENT:** There being no further business, Chair Rollins called the meeting adjourned at 8:45 p.m.

**ATTEST:**



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Mary Coles-Guzman, Recording Secretary



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Marge Rollins, Chair