



MEETING MINUTES

**Culture and Arts Commission
August 18, 2016**

1. **CALL TO ORDER/ROLL CALL:** Vice Chair Livengood called the meeting of the Culture and Arts Commission to order at 6:30 p.m. Commissioners present: Gamble, Rosman Koodrin, Livengood, and Madden, and Tobin. Commissioners absent: George. Staff: Burns.
2. **PLEDGE OF ALLEGIANCE:** Vice Chair Livengood led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA:** MSC Madden/Rosman Koodrin for approval of the agenda. Approved unanimously.
4. **APPROVAL OF MINUTES:** MSC Tobin/Madden to approve the minutes of the May 19, 2016 Culture and Arts Commission meeting. Approved unanimously.
5. **PUBLIC COMMENT:** Aileen McGann introduced herself to the Commission as a candidate applying for the Commission vacancy.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Selection of Commission Chairperson – **MSC Tobin/Rosman Koodrin** to appoint Pamela Gamble as new Chair of the Culture and Arts Commission. Approved unanimously.
8. **UNFINISHED BUSINESS:**
 - a. Oral Report on Traffic Signal Controller Boxes Art Project – Director Burns informed the Commission that she had been in touch with Caltrans regarding the permit process but was still waiting on Caltrans for direction on how to move forward with getting a permit. She added that she had Requests for Proposals ready to go out and would be issuing it for all six boxes selected by the Commission. Commissioner Tobin and Commissioner Madden volunteered to be on the project sub-committee.
 - b. Results of Movies in the Park Voting – Director Burns told the Commission that staff selected the five movies which received the top votes through the City

website in order to get the information in the fall Activity Guide. This was necessary due to a lack of quorum and cancellation of the Commission's July meeting. Director Burns presented the schedule of movies and asked for each Commissioner to pick a date when they could come introduce the movie.

Commissioners are scheduled as follows:

1. Star Wars – The Force Awakens – Commissioner Tobin
2. The Minions Movie – Commissioner Madden
3. Finding Nemo – Commissioner Gamble
4. The Good Dinosaur – Commissioner Madden
5. Zootopia – Commissioner Tobin

- c. Information Item – Design of Centennial Mosaic Mural Dedication Plaque – The Commissioners looked over the design for the plaque and requested “Dedicated On” be added in front of the dedication date.

9. **EXCLUDED CONSENT:** None.

10. **ITEMS FROM STAFF:** Director Burns facilitated a discussion of the Commission to identify discussion topics for the September 2016 agenda. The Commission requested the following: discussion regarding the content of the annual report, report on the fund balance of the City Art Fund, modification to the Commission's meeting schedule from monthly to bi-monthly and project ideas for the upper Sneath Lane Wall.

11. **PUBLIC COMMENT:** None.

12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Commissioner Tobin presented an idea of painting behind bicycle stands that she saw in Redwood City.

13. **ADJOURNMENT:** With no other business to be conducted, **Chair Gamble** adjourned the meeting at 7:24 p.m.

Respectfully Submitted,

Ludmer Aker
Executive Assistant
City of San Bruno