

City of Gilroy  
Arts and Culture Regular Meeting Minutes  
Tuesday, February 14, 2023 | 6:30 PM

**1. CALL TO ORDER**

The meeting was called to order at 6:34 p.m.

**2. ROLL CALL**

| Attendance | Attendee Name                                                                                                                                                         |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Present    | Camille McCormack, Commissioner<br>Adilene Moreno, Commissioner<br>Sandra Ramirez, Commissioner<br>Melanie Reynisson, Commissioner<br>Ruben Dario Villa, Commissioner |
| Absent     | Alexandra Perdew, Commissioner                                                                                                                                        |

**3. APPROVAL OF MINUTES**

**3.1. Approval of Minutes from the January 10, 2023 regular meeting.**

**RESULT:** Pass

**MOVER:** Camille McCormack, Commissioner

**SECONDER:** Melanie Reynisson, Commissioner

**AYES:** Commissioners McCormack, Moreno, Ramirez, Reynisson, Villa

**ABSENT:** Commissioner Perdew

**4. APPROVAL OF AGENDA**

**RESULT:** Pass

**MOVER:** Camille McCormack, Commissioner

**SECONDER:** Melanie Reynisson, Commissioner

**AYES:** Commissioners McCormack, Moreno, Ramirez, Reynisson, Villa

**ABSENT:** Commissioner Perdew

**5. SECRETARY'S REPORT**

The Arts and Culture Commission Agenda was posted online and posted in the City Hall Public Poster Board on February 10, 2023.

**6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

**7. PRESENTATIONS**

**Presentation from SVCCreates**

Connie Martinez and Alexandra Urbanowski from SVCCreates gave a presentation to the Commission regarding the services and programs they provide, as well as efforts relating to a grant that the organization was awarded.

## 8. OLD BUSINESS

### 8.1. Election of the Chair and Vice-Chair of the Arts and Culture Commission.

1. Staff Report: Bryce Atkins, Assistant to the City Administrator
2. Public Comment
3. Possible Action:

Staff recommends that the Arts and Culture Commission elect officers to serve as the Chair and Vice-Chair of the Arts and Culture Commission.

Motion to appoint Melanie Reynisson as the Chair of the Arts and Culture Commission

**RESULT:** Pass

**MOVER:** Ruben Villa, Commissioner

**SECONDER:** Adilene Moreno, Commissioner

**AYES:** Commissioners McCormack, Moreno, Ramirez, Reynisson, Villa

**ABSENT:** Commissioner Perdew

Motion to appoint Ruben Villa as the Vice-Chair of the Arts and Culture Commission

**RESULT:** Pass

**MOVER:** Melanie Reynisson, Commissioner

**SECONDER:** Camille McCormack, Commissioner

**AYES:** Commissioners McCormack, Moreno, Ramirez, Reynisson, Villa

**ABSENT:** Commissioner Perdew

## 9. NEW BUSINESS

### 9.1. Commission Annual Training Requests

1. Staff Report: Bryce Atkins, Assistant to the City Administrator
2. Public Comment
3. Possible Action:

Commission consensus on requests for training for the Arts and Culture Commission.

Atkins gave a brief report, and the Commissioners could send their training requests for the next two years to Atkins for inclusion on the next agenda for consideration. No action taken.

### 9.2. Arts and Culture Commission Fiscal Year 2024 and Fiscal Year 2025 Budget Requests

1. Staff Report: Bryce Atkins, Assistant to the City Administrator
2. Public Comment
3. Possible Action:

Commission consensus on budget requests for the next two-year budget cycle.

Atkins gave a brief report, and the Commissioners could send their budget requests for the next two fiscal years to Atkins for inclusion on the next agenda for consideration. No action taken.

### 9.3. 2019 Boards, Commissions and Committees Handbook Update

1. Staff Report: Bryce Atkins, Assistant to the City Administrator
2. Public Comment
3. Possible Action:

Commission provide feedback on the update of the Boards and Commissions Manual.

Atkins gave a brief report, and the Commissioners could send their comments and suggestions relating to updating the Handbook to Atkins for inclusion on the next agenda for consideration. No action taken.

**9.4. Development of the Arts and Culture Commission Workplan for Fiscal Years 2024 and 2025.**

1. Staff Report: Bryce Atkins, Assistant to the City Administrator

2. Public Comment

3. Possible Action:

Commission commence the planning efforts for the Fiscal Year 2024 and 2025 Arts and Culture Commission Workplan.

Atkins gave a brief report, and the Commissioners could send their comments and suggested Workplan items to Atkins for inclusion on the next agenda for consideration. No action taken.

**10. COMMISSION COMMENTS**

**11. STAFF COMMENTS**

**11.1. Formal Communication Process with the Gilroy City Council**

Atkins presented the formal communication process between the Commission and the City Council.

**12. ADJOURNMENT**

The meeting adjourned at 7:26

Bryce Atkins, Assistant to the City Administrator  
Recording Secretary