

City of Gilroy
Arts and Culture Special Meeting Minutes
Monday, March 27, 2023 | 6:30 PM

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2. ROLL CALL

Attendance	Attendee Name
Present	Camille McCormack, Commissioner Sandra Ramirez, Commissioner Melanie Reynisson, Chair Ruben Dario Villa, Vice Chair
Absent	Alexandra Perdew, Commissioner Adilene Moreno, Commissioner

3. APPROVAL OF MINUTES

3.1. Approval of Minutes from the February 14, 2023 regular meeting.

RESULT: Pass

MOVER: Sandra Ramirez, Vice Chair

SECONDER: Ruben Dario Villa, Commissioner

AYES: Commissioners McCormack, Ramirez, Reynisson, Villa

ABSENT: Commissioners Perdew and Moreno

4. APPROVAL OF AGENDA

RESULT: Pass

MOVER: Sandra Ramirez, Commissioner

SECONDER: Camille McCormack, Commissioner

AYES: Commissioners McCormack, Ramirez, Reynisson, Villa

ABSENT: Commissioners Perdew and Moreno

5. SECRETARY'S REPORT

The Arts and Culture Commission Agenda was posted online and posted in the City Hall Public Poster Board on March 23, 2023 at 2:57 PM.

6. FUTURE AGENDA ITEMS

None.

7. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

8. OLD BUSINESS

8.1. **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:
Adopt a Commission Workplan for Fiscal Years 2023-24 and 2024-25.

Atkins gave a brief update, and the Commissioners commenced discussion about possible workplan items. At 6:45 PM, Commissioner McCormack left the meeting, and the remaining commissioners took a break.

At 7:14 PM, Commissioner Perdew joined the meeting, re-establishing a quorum.

ROLL CALL

Attendance	Attendee Name
Present	Alexandra Perdew, Commissioner Sandra Ramirez, Commissioner Melanie Reynisson, Chair Ruben Dario Villa, Vice Chair
Absent	Camille McCormack, Commissioner Adilene Moreno, Commissioner

The Commission continued discussion regarding the next two-year workplan, including discussion of funding the workplan and other options for work that could be done. A motion was made by Chair Reynisson, seconded by Commissioner Ramirez to establish the below workplan items for the Arts and Culture Commission; approved unanimously.

Workplan:

1. Have a booth present and participate in at least two community events.
2. Collaborate with GUSD on a potential pilot program to get art into the middle and elementary schools to provide an art program for the elementary and middle schools.
3. Grantmaking program, expanding upon the previous program, including the following areas:
 - (a) Grants for events with ACC themes.
 - (b) Art Camps or grants to camps.
 - (c) Public Art installations and/or shareable public art.
 - (d) Travelling or temp exhibits.
 - (e) Multicultural festival or event.
4. Hosting or facilitating a community cultural event.
5. Fundraising.

8.2. **Commission Annual Training Requests**

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

2. Public Comment

3. Possible Action:

Atkins provided a brief report and the Commission commenced discussions. The Commission determined to request the following training:

- Fundraising – dos and don'ts and how to best approach fundraising
- How to engage the public –social media posts, timelines, communications training
- Training on roles, best practices, and how to be a commission
- How to create a master plan for the arts from scratch.

A motion was made by Commissioner Perdew, seconded by Commissioner Ramirez to make the above training requests; unanimously approved.

8.3. 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:

Atkins provided a brief report and the Commission discussed a budget request for \$10,000 for the grantmaking program included in the proposed workplan. A motion was made by Vice Chair Villa, seconded by Commissioner Ramirez to request \$10,000 for grantmaking; unanimously approved.

8.4. 2019 Boards, Commissions and Committees Handbook Update

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

2. Public Comment

3. Possible Action:

Atkins provided a brief report and the Commission commenced a very brief discussion. The Commission determined to table this item due to the late hour. A motion was made by Chair Reynisson, seconded by Commissioner Perdew; unanimously approved.

9. NEW BUSINESS

9.1. Approval of the Bench Plaque Inscription in Memory of Maria Yezpe.

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

2. Public Comment

3. Possible Action:

Review and approve inscription for bench plaque in memory of Maria Yezpe.

Atkins gave a brief report, and the Commissioners reviewed the plaque application. With a correction to the date in the staff report, a motion was made by Chair Reynisson, seconded by Commissioner Ramirez to approve the plaque inscription; unanimously approved.

10. COMMISSION COMMENTS

None.

11. STAFF COMMENTS

None.

12. ADJOURNMENT

The meeting adjourned at 8:37 PM

Bryce Atkins, Assistant to the City Administrator
Recording Secretary