CITY OF PORTERVILLE
ARTS COMMISSION
April 17, 2013
5:30 p.m.
City Hall - Hamamatsu Conference Room
291 N. Main Street
Porterville, California

AGENDA

1. Call to order and Roll Call

2. Oral/Written Communications from Public

3. Arts Commission Minutes of March 20, 2013
   Adopt minutes of Arts Commission meeting

4. AAUW Dinner and Arts on Main Street continued discussion
   - Discuss insurance
   - Budget and advertising
   - Possible sponsors

5. Short range Work Plan presented and adopted by City Council on March 5, 2013
   - Bylaws – Draft (Bylaws vs Handbook)
   - Develop Policy for Mural and Public Art selection – status report
   - Resource Directory – status report

6. RFP for mural on Oak Street (Theme - “Hot Air Balloons” was adopted by City Council on March 5, 2013)
   - discuss mailing list
   - discuss artist qualification criteria

7. Meeting schedule for May

8. Other Matters

9. Adjourn

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access the agenda or the documents, please contact the Deputy City Clerk, (559) 782-7442. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents, including oral interpretation services. For persons with hearing impairments, please call TTY: 1-800-735-2929 or 1-800-735-2922. (28 CFR 35.102 - 35.104 ADA Title II and Title VI of the Civil Rights Acts of 1964, Executive Order 13166, Section 504 of the Rehabilitation Act of 1973 and implementing regulations at CFR 8.4 and 8.6)
Arts Commission Meeting
March 20, 2013
Minutes

Members present: Joan Givan, Monte Reyes, Rebecca Ybarra Deana, Worthington, Roger Merryman and Alex Schooler

Absent: Sandra Romero

Staff Present: Christina Tank, Lupe Diaz and Brad Dunlap

Item No. 1 – WELCOMING REMARKS AND INTRODUCTION

The meeting was opened by Chairman Rebecca Ybarra at 5:34 p.m.

Item No. 2 – ORAL COMMUNICATIONS

Eleanor Forester, on behalf of AAUW, wanted to share that are hosting a string music camp for grades 4th through High School in Porterville March 26th, 27th and 28th. They are flying in a professional cellist and violist. There will be a concluding concert at Santa Fe School in May. There is a music camp June 2nd through June 7th. On May 30th at 7:30 p.m., they are having a Donor Gala at the new Arts Association’s new location on Main Street. The event will be a gourmet dessert and they will be flying in 12 musicians from Jacobs Music University and they will be giving a private concert. On May 31st, the musicians will be doing Music on Main. On June 4th, there will a public concert with the musicians. The students’ final concert will be held June 7th at Pioneer Middle School. She invited all the members of the Arts Commission and City staff in attendance to all events. All these events are funded by grants from various organizations.

Item No. 3 – ARTS COMMISSION MINUTES OF FEBRUARY 20, 2013

COMMISSION ACTION

MOVED by Roger Merryman and SECONDED by Deana Worthington to accept the minutes as written.

AYES: 6
NOES: 0
ABSENT: 1

Item No. 4 – AAUW DINNER AND ARTS ON MAIN STREET

Eleanor Forester was there to discuss AAUW and the Dinner & Arts on Main Street. They can no longer sponsor the event by providing the Liability Insurance Certificate and want the Arts Commission to consider doing so. There was confusion over what it was
exactly that the AAUW is requesting of the Arts Commission. It was clarified that they are requesting the Arts Commission and the City of Porterville take over the liability insurance responsibility. Eleanor Forester explained that she is willing to help with the leadership of the event, the date of October 12, 2013 has already been set and the chamber did quite a bit of work for the event. Monte Reyes brought up the point that the non-profit organization sponsoring the event is the one that takes on the responsibility of the liability. Brad Dunlap explained that the City usually offers behind the scenes help for non-profit events like road barricades and trash pickup. Rebecca Ybarra requested a breakdown of the budget from last year’s successful event.

COMMISSION ACTION

MOVED by Deana Worthington and SECONDED by Alex Schooler to request a budget from last year’s event and who participated, and who is willing to participate this year, and to have it presented to the Arts Commission at the next meeting.

AYES: 6
NOES: 0
ABSENT: 1

Item No. 5 – SHORT RANGE WORK PLACE AND LONG RANGE WORK PLAN DEVELOPMENT

The Arts Commission was advised to take a look at the Draft Bylaws and decide what they wanted to keep or discard and to also decide if they wish to call them Bylaws or Procedure Handbook. It was agreed to table the Bylaws till next meeting to give the Members time to read over them.

Lupe Diaz informed the Members that a Muralist list was created and will be added to as needed. It will be used for the Mural on Oak Street. Brad Dunlap explained the difference between a Request for Qualifications (RFQ) and a Request for Proposal (RFP). He suggested decided which they wish to do for the Mural on Oak, use an established list from the Mural Committee, whether they want to send an RFQ or an RFP and defining what kind of artist the Arts Commission wants to target for either the RFQ or the RFP and where do they want to limit the list, whether it be Porterville, Tulare Country, Central Valley, etc. It was determined that some of the criteria for each Muralist to be qualified are to be: Portfolio, Professional References, Publicly Funded, Insured/Bonded, City Business License, Example of Proposal, Use of Materials (Preparation, Presentation, and Approach to Preparation), Deadlines/Timing, Conflict of Interests, and Location of studio. It’s also agreed that the artists are to make presentation to the Arts Commission. It is decided that this topic be brought back next month for more discussion and to see if any section is missed.
The Artist Directory Request form created was accepted and a small stack was distributed to each Member for handing out. It was agreed that stacks could be left at organizations and locations that would benefit an Artist seeing and signing up for the Directory.

The Long Range Work Development discussion was tabled for the future.

**Item No. 6 – RFP FOR MURAL ON OAK STREET**

It was agreed that this topic was discussed in Item #5.

**Item No. 7 – NEXT MEETING SCHEDULE**

Next meeting is set for April 17, 2013 at 5:30 p.m.

**Item No. 8 – OTHER MATTERS**

There were no other matters.

**Item No. 6 – ADJOURN**

Meeting adjourned at 7:07 p.m.