



1 st District, S. Dave Pine	Harini Krishnan	Stephen Seymour
2 nd District, S. Carole Groom	Robin Rodricks	Elizabeth Stone
3 rd District, S. Don Horsley	Laura McHugh	Richard Rojo
4 th District, S. Warren Slocum	Jeanne Heise	Edward Sweeney
5 th District, S. David Canepa	Samaruddin Stewart	Pauline Fong

Regular Meeting of the Arts Commission
Wednesday, February 20, 2019 — 1:00 p.m. to 3:30 p.m.
Board of Supervisors Conference Room – 400 County Center, Redwood City CA 94063

MEETING MINUTES

1. **Opening by County Poet Laureate:** Aileen Cassinetto
 - Current County Poet Laureate Aileen Cassinetto opened the meeting with a reading of a poem.
 - Ms. Cassinetto also discussed current projects she is working on as the County Poet Laureate.
 1. In collaboration with Peninsula Humane Society, she and a group of poets, will do readings in March to raise awareness about animal cruelty.
 2. Organizing 2 concerts. One is with the Aragon High School band where 6 young poets’ poetry readings will complement Leonard Bernstein’s music. The other one is with the West Bay Community Band featuring 10 poets who will read their community-themed poetry, to a jazz music accompaniment.
 - She opens the San Mateo County Board of Supervisors meeting with a poetry reading every quarter.

2. **Roll Call** – Roll Call and introduction of guests
 - Present: Commissioners Harini Krishnan, Robin Rodricks, Laura McHugh, Jeanne Heise, Samaruddin Stewart, Pauline B. Fong, Chief Legislative Aide Juda Tomaloff; Arts Commission Manager, Amisha Motipara Commissioners; Richard Rojo—soon to be Commissioner in District 3
 - Absent with Notice: Commissioner Edward P. Sweeney; Deputy County Manager; Peggy Jensen

3. **Agenda Amendments:** No Amendments.

4. **Oral Communications:** No oral communications.

5. **Consideration of Minutes** of Regular Meeting of November 14, 2018 & Closed Session Meeting January 8, 2019
 - Harini Krishnan motioned, Jeanne Heise seconded; motion carried unanimously.

6. **Reports**
 - Commission Manager’s report



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1. Jan. 22, 2018 – Feb. 8 2019: 2019: Executed the first San Mateo County Arts Commission Poetry Out Loud Program: Six high school students ranging 9th-12th grades Aragon High Jefferson High in Daly City, Mid-Peninsula in Menlo Park, San Mateo High, and Mercy High Burlingame participated in the program. These students participated in after school and weekend sessions where they learned the art of recitation and presentation, the tricks of using literary devices, and various poetic terms. Most sessions ended with a writing activity lead by Teaching Artist Tobey Kaplan. San Mateo County Poet Laureates Caroline Goodwin (2013-2016) and Lisa Rosenberg (2016-2018) coached students individually to prepare for the final contest. Students were also able to work collaboratively during these sessions. A senior from Jefferson High won 1st place and a freshman from San Mateo High won 2nd place at the contest, which took place at the Foster City Recreation Center on February 8, 2019. The Jefferson High student will advance to the state finals on March 10-11, 2019, which is administered by the California Arts Council. SMCAC Poetry Out Loud contest was judged by the current County Poet Laureate, East Palo Alto Poet Laureate, and Educators.
2. Feb. 13, 2019: San Mateo County Arts Commission Grants Writing Workshop. Karen Rapp Assistant Director, Strategic Initiatives at the San José Museum of Art, lead the workshop. Ms. Rapp led the Grants Writing Workshop for the Commission in 2018 as well. She tailored her presentation according the 2019 Commission Grants Guidelines. 37 attendees were also given the opportunity to network with their fellow attendees while being served lunch. The grant application is live on www.commongrantapplication.com. Rapp's presentation was emailed to attendees. Commissioners Krishnan and Rodricks attended.
3. February 28, 2019: DataArts PLATFORM WEBINAR-- at the October 2018 Grantee Convening, many of SMCAC expressed the need for technical assistance with DataArts. As a result, the Arts Commission in collaboration with experts from the DataArts platform offered grant applicants a webinar detailing the ins and outs of the DataArts platform on February 28, 2019 at 11 am. 20 attended the webinar.
4. October 30, 2019: Grantee Post Convening Survey is still ongoing as we are still collecting results from attendees.
 - Curator's report:
 1. Curator's report was submitted in writing. Please see attached document.
 2. Chair Rodricks stated that the Curator is still look for space to store pedestal covers in between exhibitions in one of the County Galleries.

7. Staff and Commission reports

- Chief Legislative Aide – Juda Tolmasoff



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Ms. Tolmasoff reports that she is on contact with construction project consultant regarding the gallery space in the new buildings.

8. Commissioner reports

- District 1: H. Krishnan
 1. Krishnan attended and helped organize the Poetry Out Loud Competition for San Mateo County. Poetry Out Loud is a national competition where students recite poetry and learn about public speaking. She stated current County Poet Laureate Aileen Cassinetta opened the competition with a reading to an audience of 30 people who attended the competition.
 2. Krishnan will be going to Washington, DC to attend the Americans for the Arts Advocacy Day as a part of the CA Alliance of Arts Advocacy delegation. In DC, she will be meeting with Congresswomen Eshoo, Spier, Harris, and Pelosi staff to advocate for the arts.
- District 2: R. Rodricks
 1. Rodricks reported there is a possibility for an exhibition in Caldwell Gallery artwork done by the children of HIP Housing clients.
 2. The RFP was posted to hire a consultant for the Arts Commission’s Cultural and Strategic Plan on February 8, 2019.
- District 3: L. McHugh
 1. There is a possibility an installation of an art piece at UC Santa Cruz will move to the Half Moon Bay library. The artists (of which McHugh was one) are working with the library to work through their public art liability waiver and process for installing public art. This is a temporary display that will hopefully lead to for more art installations/public art.
- District 4: J. Heise
 1. Heise attended the Redwood City Civic and Cultural Commission on February 7, 2019. Redwood City Civic and Cultural Commission (RCCCC) asked the SM County Arts Commission to coordinate a county wide arts events calendar. Chair Rodricks shared that the County Commission previously administered a calendar but it was critically underutilized by everyone. RCCCC advised Commissioner Heise that they would like to attend SMC Arts Commission meetings.
- District 5: P. Fong
 1. Fong requested the Arts Commission include a discussion of how the Commission could collaborate on the County’s Shared Vision 2025. The Chair recommends we discuss this at the summer meeting (time/date to be determined).
- District 5: S. Stewart



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1. Attended the opening of the Museum of African Diaspora in San Francisco on October 1, 2018. Former San Francisco Mayor Willie Brown served on the steering committee.

7. Action Items

- A. Approve 2019 Arts Commission Grant Guidelines
 1. Jeanne Heise moved, Pauline Fong second; motion unanimously carried.
- B. Approve Commissioner McHugh’s program on capacity building workshops for Artists

McHugh summarized her proposal to hold 4 capacity building workshops for individual artists once a quarter throughout the calendar year. Lead by Steven Wagner, the workshops will take place throughout the county. The workshop attendees will be surveyed as to which topics they would be interested. A fee will be charged to recoup the overhead costs. Community colleges could serve as a potential workshop space. Commissioner Heise moved, Commissioner Fong seconded; the motion carried unanimously.
- C. Adopt Revised Budget
 1. Chair Rodricks explained the need for the Commission Budget to be updated to include a line item for panelist honorariums for grants panel and to increase the Commission Manager’s hours. There are sufficient funds to cover these expenses. Commissioner Heise moved, Commissioner McHugh seconded; motion unanimously carried.

8. Discussion Items

- A. Update on Strategic Plan – Ad Hoc Strategic Plan Committee (R. Rodricks, E. Sweeney, & P. Fong-Martinez): Committee reported that the RFP was posted on February 8, 2019. Thus far, two applications have been received.
- B. Arts Culture & Creativity Month: Commissioner Rodricks was asked to attend Californians for the Arts’ Arts Advocacy Day in Sacramento on April 23 as a team leader. Chief Legislative Aide Juda Tolmasoff will request the Board of Supervisors to for a proclamation making April in Arts in Creativity Month in San Mateo County.
- C. Ethics Training: All Commissioners were reminded they need to complete an Ethics Training for 2019, which is required by the County. The Commission Manager emailed them a link to a webinar for them to view.
- D. Formation of Ad Hoc Committee to Draft the 2020-2021 Budget: Commissioners Stewart, Fong, and Rodricks volunteered to serve on the Budget Committee. The Commission agreed they would like to increase the budget increase the budget



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ask to \$180,000 for 2020. Tolmasoff stated that the former County Supervisor asked departments to expect a 10% cut across departments.

- E. Date for session meeting to onboard and refresh commissioners: since the Commission will have 5 new Commissioners, the Art Commission will hold a meeting to onboard new Commissioners and refresh existing Commissioners re: the Brown Act, Federal-state-local government arts structure, and Grants Programs. A calendar invite will be sent out the schedule the meeting.

9. Adjournment

**Next Arts Commission Meeting:
WEDNESDAY, MAY 15, 2019
1:00 – 3:30 pm**

Criminal Justice Training Room (CJTR)– 400 County Center, Redwood City CA 94063