



Stephen Seymour, District 1
VACANT, District 1
Deepa Nair, District 2
Lois Fried, District 2
VACANT, Dist. 3
Josephine Deciron, District 3
Jeanne Heise, District 4
Farah Yasmeen Shaikh, District 4
Victoria Magbilang, District. 5
Reno Anoa'i, District 5

County Executive's Office
400 County Center
Redwood City, CA 94063
(650) 599-1005
www.smcgov.org/smcac



REGULAR MEETING OF THE ARTS COMMISSION
Wednesday, September 18, 2024 – 3:00 - 5:00 p.m.
455 County Center, 4th Floor, Room 405, Redwood City CA 94063

MINUTES

- 1. Roll Call** Chair, Commissioner Magbilang called the meeting to order at 3:03 with roll call.
In Attendance: Commissioners Heise, Magbilang, Shaikh, Fried, Jones, and Deciron
Absent: Commissioners Nair, Seymour, and Anoa'i
Staff: Aimee Shapiro, Mara Grimes, Jacki Rigoni
Guest: Brian Kulich, County Attorney and John Hoffman representing the San Carlos Sister Cities.

Attorney Brian Kulich swore in Arts Commissioner Andrea Jones.

- 2. Agenda Amendments**

None

- 3. Oral Communications**

Mr. Hoffman stated that he was attending the meeting to ask if the Arts Commission had approved the sponsorship for a mural project in San Carlos and its sister city in Japan. The Admin-Manager stated that she it had been approved and he would receive notification shortly.

- 4. Consideration of Minutes** of March 23, 2024, special meeting, May 15, 2024, Chair
and July 17, 2024, regular meeting minutes.

Correction by Commissioner Magbilang stating that she was not actually working with the City of Brisbane and was merely reporting about their work as noted on the July 17, 2024, meeting minutes. Motion to approve the minutes with corrections was made by Commissioner Heise and seconded by Commissioner Fried. Approved unanimously.

- 5. Staff Reports**

Aimee Shapiro:

Director thanked the Commissioners for their work. She stated that the Office of Arts and Culture is working on new and existing programs, especially public art projects. Updates include:

- Veterans and First Responder Memorial – The project has been put on hold by the County as they need to work on the promenade first and that is on hold.
- Navigation Center Mural – Artists Heather Hardison has been selected as the muralist for this project and is working with the staff and Life Moves.
- Youth Services Center Mural – The RFP is closed, and interviews will be held on Friday, September 20, 2024.

Public records that relate to any item on the open session agenda for a regular Arts Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the Board of Supervisors Office, located at 400 County Center, Redwood City, CA 94063, for the purpose of making those public records available for inspection. The documents are also available to be sent electronically by e-mailing artscommission@smcgov.org. In compliance with the Americans with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when given three days' notice. For the safety of those sensitive to airborne chemicals, please refrain from wearing chemically based products.

- Director that the OAC is partnering with Mosaic America to host a cohort and cultural bearers, artists and arts organization in Silicon Valley and San Mateo County. They have developed a cultural mapping feature on their website and would like to include San Mateo too. The group will meet on September 19, 2024, and she has been asked to help facilitate the event.
- Installation plans for artwork in the new County building, COB3 have been approved and we plan to install the artwork in October. The new building does not have space for affinity shows like the Disability Showcase or Women’s View and we are trying to locate such a space.

Mara Grimes:

- Admin-Manager stated that we received 41 applications for the Youth Arts Fellowship Program. The selection committee has chosen five diverse artists, one from each supervisorial district. They will act as community-based artists and a cohort, and the first meeting will be held on October 5, 2024.
- The OAC submitted applications for the CA Arts Council (CAC) and Chan Zuckerberg Initiative (CZI), both of which we have received before. CZI was very competitive, and we were not awarded a grant which will diminish the amount we are able to fund through the OAC grant program. We will be awarded the CAC grant however; it is unclear how much we will receive.
- The September Arts & Culture Fest will be held on September 28, 2024, from 10:00 am – 5:00pm. We have 34 visual artists signed up and over 30 performances planned throughout the day. We still need help from the Arts Commissioners during the day.
- The OAC is partnering with the San Mateo County Office of Education’s Visual and Performing Arts lead, and the Art Education Alliance of the Bay Area to create a leadership council with representation from all the schools TK-12 in the county. We will co-host the first event on September 19, 2024, at the Office of Education.

Jacki Rigoni:

- Ms. Rigoni noted that Supervisor Corzo’s office is not only the liaison to the Arts Commission but also the Juvenile Justice Commission among others. She invited the Commission to view the artwork hanging in the Board of Supervisor’s area where artwork by the new building’s architect is hanging. She advised the Commission that the plan that the Director has for public art in the main lobby was shared with the review committee and that they were all impressed with the selections. She added that she was excited that we would soon be looking for a new Poet Laureate and would be involved in the selection.
- Commissioner Heise noted that in the past the Commission has held a convening of poets and wondered if we might host one in the future. Ms. Rigoni stated that she would like to do that once the new Poet Laureate was appointed.

6. Discussion Items

A. Report from *Toolkit/Message/Awareness Committee*

Commissioner Heise advised that there were no comments on the documents the committee shared with the Commissioners, and they were hoping for some feedback, especially the description of “Who We Are.” The committee would like to have many more resources on the website for artists, funders, libraries and schools. The Admin-Manager replied that she would be happy to do so however the Commission would need to provide the content.

B. Report from *Partnerships/ Communication/Visibility Committee*

Commissioners Deciron and Fried met in August and September and would like to change the name of the committee to Resource Awareness as they felt it was a better description of what they would like to provide to the community. They would like to send the Toolkit to the Supervisors for their review.

The Director stated that while it is admirable that they want to share information with their Supervisors, they should make sure that the meeting is for something important and that it would be good to get Ms. Rigoni’s advice on this idea. Commissioner Fried asked that the Commissioners review the documents their committee has provided and add their comments to them

C. Report from *Resources for Artists Committee*

Commissioner Shaikh shared that this committee had not had a chance to meet and there are no updates. She reiterated that she felt that there was a lot of redundancy between the groups and that they should consider folding this group into the others.

D. Next steps for Arts Commission

Commissioner Shaikh asked who they are reaching out to and what resources are we providing them?

Commissioner Deciron stated that the toolkit they were working on was for the Arts Commissioners, not artists, and that this asset would help the Commissioners operate more effectively.

Director noted that there was a difference between internal (for the Commissioners) and external (for artists and arts organizations) and there seems to be some confusion around the toolkit.

Admin-Manager stated that the arts organizations document that she created and has asked the Commissioners to help populate is meant to be an external document. Commissioner Shaikh added that she would like to work more with the Admin-Manager on this project as it is important to know who we are working with and supporting in the County. The Admin-Manager said that she would welcome the help and that her intern would be working on it too.

Commissioner Magbilang invited Commissioner Jones to join the partnership committee and asked that the Admin-Manager add Commissioner Anoa'i back into the Resources Committee.

Commissioner Fried stated that they could use more help on the Resource Awareness Committee.

Ms. Rigoni stated that she would be happy to review the Toolkit, or any other documents as needed.

Commissioner Shaikh asked how they should go about implementing their work and getting information on the website. The Admin-Manager stated that she could put the work on the website, yet we do not get much traffic and we should consider multiple ways to get the information out to those that need it.

Commissioner Magbilang said it was important that they work on other ways to connect with artists and share the resources and that we need more visibility.

Commissioner Heise stated that she attends the Arts Redwood City meetings and shares information there.

The Admin-Manager said that she sends many people to the website in response to emails and also on Instagram.

Both the Director and Commissioner Heise thought that a convening in the spring might be a good idea and that we could talk about that at a future meeting.

Commissioner Magbilang said that she would like to include a short description about the Arts Commission in the toolkit. Commissioner Deciron noted that there was a description in the toolkit already but that maybe there ought to be a shorter one and a graphic.

Ms. Rigoni complimented the work that the Arts Commission has been doing the past months and reminded the Commissioners that moving forward they could work up to making a presentation to the Board of Supervisors with their recommendations. She went on to note that other Commissions have created studies and annual reports, it's important to gather information to present at board meetings with their recommendations.

7. Action Item

A. Arts Commission By-laws

Commissioner Heise stated that she hoped everyone had a chance to review the by-laws before the vote. There have been many versions since the first draft created by Bethany Zhao and the final version has taken in all comments and has been reviewed by the OAC and the County Attorney.

Ms. Rigoni asked if they will need the Board of Supervisor's approval and she will check.

The Director pointed out that attendance is a big issue as we have not had a quorum since March.

The by-laws have clear guidelines and enforcements, reiterating how important it is to show up especially since the Commission meets on six times a year.

Commissioner Magbilang added that it is important to consider what is best for the Commission not just for yourself. It has been difficult to find a time that suits everyone and they might consider another survey.

A motion to adopt the Arts Commission by-laws was made by Commissioner Deciron and seconded by Commissioner Heise. Approved unanimously.

Commissioner Magbilang thanked everyone for their work and participation.

8. Adjournment

Chair adjourned the meeting at 5:01 pm.

NEXT REGULAR COMMISSION MEETING: November 20, 2024 – 3:00-5:00 PM

Public records that relate to any item on the open session agenda for a regular Arts Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the Board of Supervisors Office, located at 400 County Center, Redwood City, CA 94063, for the purpose of making those public records available for inspection. The documents are also available to be sent electronically by e-mailing artscommission@smcgov.org. In compliance with the Americans with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when given three days' notice. For the safety of those sensitive to airborne chemicals, please refrain from wearing chemically based products.