



CITY OF MORGAN HILL

Regular Meeting Agenda

Library, Culture & Arts Commission

Tuesday, March 7, 2017
7:00 PM

Council Chamber
17555 Peak Avenue
Morgan Hill, CA 95037

CALL TO ORDER

ROLL CALL ATTENDANCE

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Members of the public are entitled to address the Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF AGENDA

REPORTS

Item # Report #

[17-124](#)

COUNTY LIBRARY REPORT

Item # Report #

[17-123](#)

MORGAN HILL LIBRARY REPORT

Item # Report #

17-126

FRIENDS OF THE LIBRARY REPORT

Item # Report #**17-127****CITY OF MORGAN HILL UPDATE REPORT****BUSINESS:****Item # Report #****1** [17-093](#)**APPROVE MINUTES FROM FEBRUARY 7, 2017****Item # Report #****2** [17-107](#)**ARTS EDUCATION MONTH PROCLAMATION****Item # Report #****3** [17-125](#)**ART MAINTENANCE FUNDING****Item # Report #****4** [17-128](#)**ART MASTER PLAN RECOMMENDATION****Item # Report #****5** [17-082](#)**DOWNTOWN PARKS RELATED ART PROJECTS****Item # Report #****6** [17-129](#)**COMMISSION WORK PLAN UPDATES****FUTURE COMMISSION AGENDA ITEMS:****ADJOURNMENT**

NOTICE

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Commission Chambers, and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Commission, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the Commission on any other item of interest to the public, you may do so by during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Commission.

Persons interested in proposing an item for the Commission agenda should contact a member of the Commission who may plan an item on the agenda for a future Commission meeting. Should your comments require Commission action, your request may be placed on the next appropriate agenda. Commission discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the Commission, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of Commission Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email michelle.wilson@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email michelle.wilson@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

March 2017
Commission Report
Nancy Howe, County Librarian

Saratoga Library to Host Travelling Exhibit



"Thinking Money" on display from April 1 - May 1, 2017

Only 50 libraries nationwide were selected to host this travelling exhibit and Saratoga Library is one of them! Designed to teach tweens, teens and the adults in their lives about money management in a fun and engaging way, the exhibit, "Thinking Money," uses an adventure-themed storyline and interactive activities to explain important

money management practices while teaching essential money saving (and spending) skills. Visit the exhibit anytime during normal library hours from April 1 – May 1, 2017 in the Saratoga Library Community Room.



Developed by the American Library Association (ALA) Public Programs Office, in partnership with the FINRA Investor Education Foundation, the exhibit as well as its series of interactive "Thinking Money" programs are free and open to the public.

New Public Computers on the Way

Five hundred new computers will soon be installed for community members in the Library District's eight libraries, replacing existing full-service and catalog computers. Campbell Library will be the pilot site for new computers beginning on March 13. Saratoga, Morgan Hill, Gilroy, Milpitas, and Cupertino Libraries will offer the new computers in April. Los Altos and Woodland Libraries will offer new computers as of May 2. The new computers have solid state drives and the latest processors, resulting in faster-than-ever speeds. Screen sizes are four inches larger than current screens, at 27 inches. New computers will allow patrons to play Blu-ray discs, and all parts of the computers are built into their monitors. Privacy screens will be built into the full-service computer monitors, and catalog computers will offer touch screen options. Patrons will continue to enjoy access to the library's website and Virtual Library resources from both full-service and catalog computers. Full service computers will now offer three browsers

instead of one: Internet Explorer, Google Chrome, and Microsoft Edge. Patrons can continue to plug in headphones and use USB ports for flash drives. We are pleased to announce that in addition to Microsoft Office (Word, Excel, PowerPoint, Publisher, and Access), numerous new valued software programs will be offered. Patrons are invited to use Adobe Creative Suite, which includes eighteen unique programs empowering patrons to use robust software to accomplish basic to complex projects. Programs include: Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe Muse, Adobe Premier, Adobe Acrobat, Adobe Dreamweaver, and Adobe Animate. The new computers will also offer Microsoft Visual Studio (programming), WinWay Resume Deluxe (help with resume writing), Ultimate Phonics (adult literacy educational lessons), and Camtasia (create online tutorials and videos). The new popular software programs are often price-prohibitive for the individual. The Library District will now provide library card holders with free access to these professional tools, for personal or business projects including: photography projects, filmmaking, software programming, creating animations, designing websites (with or without coding knowledge), designing for online or print formats, and additional software tools empowering patrons to achieve their goals.

March 7th, 2017
Heather, Geddes Community Librarian

January Statistics

	2017	2016
Total Circulation	55,006	57,832
Adult/Teen Circulation	30,386	31,155
Children's Circulation	24,620	26,677
Total # of Programs	62	59
Total # of Attendees	2,386	2143
New Borrowers Registered	237	224
Gate Count	22,392	25,333

Library News

Lynda.com, the popular learning site accessed by millions each year, is now available for free to all Santa Clara County residents with a Santa Clara County Library District (SCCLD) library card. Offering over 5,000 courses with more than 190,000 video tutorials, Lynda.com provides participants a chance to learn new skills through its growing library of video courses taught by industry experts. Course categories include business, software, technology and creative skills topics.

February Highlights

Yan Can Cook

Over 100 community members attended a lively cooking demonstration with celebrity chef Martin Yan.

Silicon Valley Read's – Adam Benforado

An excellent well received event with 40 community members in attendance. It represents a great collaboration between the Friends of the library and AAUW with a speaker focusing on a current important issue, criminal injustice.



Sensory Storytimes

Sensory Storytime is an interactive and educational program that is especially designed for children with sensory integration challenges. At our first storytime we had 13 children with families and siblings. Many of the supplies and toys were purchased with a \$1000 grant from The Rotary Club of Morgan Hill and we look forward to continuing this program for the rest of March.

Upcoming March Events

Fridays in March, 4-5 pm: Sensory Storytime

Sensory Storytime is an interactive and educational program that is especially designed for children with sensory integration challenges. This inclusion-friendly storytime features stories, interactive songs, movement activities and fun to stimulate all five senses and promote learning. Any child ages 1 to 7 years old can attend with a parent/caregiver. Siblings are welcome. Registration is required; You must sign up in advance. Register by calling 408-779-3196

Wednesday, March 8th, 6:30-7:30pm: Paying for College - Making College Affordable for All-Income Families

When we talk with parents and students, the thing we hear most often about financial aid is: "I may not qualify for financial aid -- so how will I afford to send my child to college?" This workshop will provide an overview of how financial aid actually works, how to maximize your options, and how to feel in control of the process. Marisela Gomez, Collegewise Director, will talk about how to make college more affordable for you and your family.

Monday, March 13th, 7-8pm: Make it Monday

Join us for an evening of DIY fun! All supplies are free and provided. Registration required. Make it Monday is intended for adults but children are welcome to attend with adult supervision. March craft: Glitter candles.

Tuesday, March 14th, 6-9pm: AAUW SPEAKERS SERIES: A Simple Life with Venerable Tenzin Chogyi

Learn about the life of an American Buddhist Nun. Brought to you by the Morgan Hill branch of the American Association of University Women and the Morgan Hill Library.

Wednesday, March 15th, 4-5pm:

The South Valley Fleurs Garden Club Presents "Watch-Us-Grow" for Children

Come make a fun gardening project from a kit! Registration required.

Monday, March 20th, 7-8:30pm: Growing Warm Season Vegetables in Your Garden

Plan your summer garden now. Easy to grow vegetables such as tomatoes, peppers, beans, cucumbers and squash will be discussed. Basic requirements of these crops including irrigation, nutrients, pest control, harvesting tips and space saving techniques will be covered. Harvest fresh vegetables from your garden all summer long. Presented by UCCE Master Gardener Joan Cloutier.

Tuesday, March 28th, 6-9pm: AAUW SPEAKERS SERIES: Women in Law - a talk by Laura Perry, Attorney and Gavilan College Trustee

Interesting speakers on a variety of topics. Brought to you by the Morgan Hill branch of the American Association of University Women and the Morgan Hill Library.

Tuesday, March 28th, 7:30-8:45 pm: Books with Dessert Book Club

A good book, good company and some tasty treats. Bring a dessert to share and join us as we discuss *The Last Policeman* by Ben Winters.

Outreach

The library staff had presentations at St. John's preschool and Los Poseos school.



City of Morgan Hill

File #: 17-093, Agenda Date: 3/7/2017, Version: 1



17555 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

LIBRARY, CULTURE AND ARTS COMMISSION REGULAR MEETING

February 7, 2017

Minutes

CALL TO ORDER

Called by Chair Castleberry 7:01pm

ROLL CALL ATTENDANCE

Cassie Castleberry - Present
Cecelia Clark - Present
Tim Hennessey - Present
Paul Lake - Present
Lori Paul - Present
Linda Vrabel - Absent
Bonnie Williams - Present

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

OPPORTUNITY FOR PUBLIC COMMENT

None

ADOPTION OF AGENDA

Motion: Williams

Second: Paul

Vote: 6-0

LIBRARY AND CITY REPORTS

- A. COUNTY LIBRARY REPORT** Report By **Library Services Manager**
Legislation, Funding & Budgeting, JPA
- B. MORGAN HILL LIBRARY REPORT** Report By **Acting Community Librarian**
User Statistics-Staffing-Programs-Upcoming Events
- C. FRIENDS OF THE LIBRARY REPORT** Report By **Not present, written report**
- D. CITY OF MORGAN HILL UPDATE** Report By **Community Services Director**
Update on City Events Relating to Arts and Culture

BUSINESS

- 1. BIKE RACK ART PROGRAM UPDATE**
Continued to next meeting.
- 2. APPROVAL OF MEETING MINUTES FOR JANUARY 3, 2017**
Motion: Lake Second: Clark Vote: 6-0
- 3. COMMISSION WORK PLAN UPDATES**
The Commissioners provided updates on work plan items.

ANNOUNCEMENTS

- None

FUTURE COMMISSION INITIATED AGENDA ITEMS:

- Funding for Art Master Plan - Clark to get outline to Chris before meeting
- Art Maintenance Fund Item - Requested by resident

ADJOURNMENT at 7:34 p.m.



File #: 17-107, Agenda Date: 2/7/2017, Version: 1

LIBRARY, CULTURE & ARTS COMMISSION STAFF REPORT MEETING DATE: MARCH 7, 2017

PREPARED BY: Chris Ghione, Community Services Director

ARTS EDUCATION MONTH PROCLAMATION

The Commission make a recommendation to the City Council on proclaiming March Arts Education Month.

REPORT NARRATIVE:

The City of Morgan Hill has received a request by the Santa Clara County Office of Education to proclaim the month of March Arts Education Month. The City is requesting that the Library, Culture and Arts Commission first review the merits of this request. Representatives from the SCCOE will be present at the March 1 LCAC meeting to discuss this item. Should the LCAC recommend the Council make this proclamation it would be placed on the agenda for the March 15 City Council meeting.

LINKS/ATTACHMENTS:

Draft Proclamation

DRAFT



PROCLAMATION

of the City of Morgan Hill

Proclaiming

March 2017

as

Arts Education Month

WHEREAS, the City of Morgan Hill is committed to supporting the arts to inspire and prepare youth for success in the 21st century and allowing them to develop as productive, contributing members of a strong community, and;

WHEREAS, we share the vision that residents have access to high-quality arts education, that is culturally-relevant and inclusive, in all forms as part of a comprehensive education that sparks curiosity, imagination, creativity and joy;

WHEREAS, Artspiration is a county-wide arts education initiative focused on professional development, student engagement, and advocacy and communication;

WHEREAS, arts-learning strategies and arts integration help teachers to recognize and build upon critical thinking skills, curiosity, flexibility, communication, innovation, collaboration and are the traits required for post-secondary and workplace success;

WHEREAS, each March, Arts Education is celebrated in local schools, schools districts, community arts organizations and larger communities;

NOW, THEREFORE BE IT RESOLVED that I, Steve Tate, Mayor of the City of Morgan Hill on behalf of the City Council and all residents, hereby proclaim the month of March 2017 as Arts Education Month and in doing so, encourage arts in our community and celebrates youth creativity, inspiration and joy through artistic expression.

In witness whereof, I have hereunto set my hand and cause the Seal of the City of Morgan Hill to be affixed this 15th day of March 2017.

Steve Tate, Mayor



File #: 17-125, Agenda Date: 3/7/2017, Version: 2

LIBRARY, CULTURE & ARTS COMMISSION STAFF REPORT MEETING DATE: MARCH 7, 2017

PREPARED BY: Chris Ghione, Community Services Director

ART MAINTENANCE FUNDING

Discuss current options for art maintenance fundraising.

REPORT NARRATIVE:

A local resident, Rick McKay reached out to the Mayor to discuss the opportunity to develop some sort of fundraising program to support enhanced maintenance of the City's art collection. The Mayor referred Mr. McKay to the Commission and this item has been placed on the agenda for discussion.

The City currently funds art maintenance and receives additional support for the South County Masonic Lodge in maintaining the bronze sculptures throughout the City. The City does not have funds budgeted for some larger scale maintenance projects, such as replacing the patina on some of the older sculptures. Fundraising could support this effort, specifically if it was used for a specific project.

The City does have a Public Art Fund that could be used for this purpose, but currently has only very limited funds being entered into it. The Commission has discussed sale of Tarantula Shirts to support this fund, but this would be very limited for fundraising large amounts of money.

The Commission could give staff direction on fundraising efforts, but with several members of the current commission leaving next month, it may be more appropriate to have this discussed with the new commission members as part of the annual work plan development.



File #: 17-128, Agenda Date: 3/7/2017, Version: 1

LIBRARY, CULTURE & ARTS COMMISSION STAFF REPORT MEETING DATE: MARCH 7, 2017

PREPARED BY: Chris Ghione, Community Services Director

ART MASTER PLAN RECOMMENDATION

Discuss concept of the public art master plan.

REPORT NARRATIVE:

The attached email from Commissioner Clark is in follow-up to previous Commission discussions on developing a funding opportunity for public art and more recently the development of a public art master plan for the City.

Staff have reviewed information and believe a plan of this nature could cost somewhere between \$25,000 and \$100,000 to develop. The City is at the middle of its two-year budget cycle. The City has not dedicated funding for this project, but the Commission could make a recommendation to do so. The project would need to be funded through the City's General Fund. The City Manager is responsible to make recommendations on the budget to the Council based on the overall needs of the City. Any recommendation by the Commission would be shared with the Council during the budget process.

LINKS/ATTACHMENTS:

Email from Commissioner Clark

From: [Cecilia Clark](#)
To: [Chris Ghione](#)
Subject: Arts Master Plan ideas for letter
Date: Friday, March 03, 2017 8:01:22 PM

Hi Chris,

Here's the information I owe you to build a case for a master plan for the arts and the library in MH.

It's time in the evolution of the city as a growing arts community and for the supporting commission to have a master plan that will guide the city and the commission in future planning. Currently there is nothing that exists to help inform decisions that come before the commission, or, ideas that are presented by commissioners themselves. I think the commission needs direction and also needs a document to guide decisions -- otherwise, everything that comes before us is "a good idea," and may or may not move the community forward as an arts- community. The plan would help the city and the commission determine what that really means and what kind of arts-community do we want to be.

The commission has a work plan that is designed to dovetail the city's strategic plan and goals. But that exists in a vacuum to what is currently happening with economic development, parks and rec, and other department and city activities where public art might be leveraged in a project.

One of the goals I put into the work plan last year was to research and identify sustainable funding models for public art and, ideally, support for performing and visual arts in the community. This seems like a perfect role for a commission to play to shore up funding sources since the RDA surplus is now gone. Unfortunately, it became clear to me that the research is a much bigger job than I could handle with a full time job and commute. Researching and making recommendations for sustainable funding models for the arts in a community the size of MH would be part of a master plan prepared by a hired consultant.

As someone like yourself who's very familiar with grants, you know that there are opportunities to seek funding for a consultant to prepare a master plan. Then funding could be sought, if desired, to retain someone on a part time and/or temporary basis to help execute the plan, with support and guidance by the commission and, of course, city staff.

I think what we should lobby for in the budget is funding to conduct an RFP to hire a consultant to write the master plan. The next step if the city desired would be to hire someone to write some capacity-building grants to secure a part time/temporary person to execute the plan. That's later down the road. But I put it in so the city knows that we've thought about it and realize that you can't just write a master plan without identifying the resources of who would execute the plan. Maybe the staff has the capacity -- I don't know.

I believe this is the right moment to act and capitalize on the momentum and excitement that is and will continue with the downtown revitalization. If we wait, we could lose excitement, community good will and potential political capital.

Let me know if you need anything else from me.

Thanks, Chris.

Cecilia



File #: 17-082, Agenda Date: 3/7/2017, Version: 1

LIBRARY, CULTURE & ARTS COMMISSION STAFF REPORT MEETING DATE: MARCH 7, 2017

PREPARED BY: Chris Ghione, Community Services Director

DOWNTOWN PARKS RELATED ART PROJECTS

Review Timeline for Downtown Art Projects.

REPORT NARRATIVE:

During review of it's the Commission Work Plan at the July 5th Meeting of the LCAC, a sub committee was formed to look into the opportunity of creating a Bike Rack Art Program. The sub-committee subsequently met and proposed creating as similar program to what was done by the City of Los Altos, <http://www.losaltosca.gov/publicartscommission/page/los-altos-bike-rack-design-competition>. On August 2, 2016 the Commission recommended the Bike Rack Art Contest be included in the concept designs for the downtown parks.

On February 22, the City Council approved the Downtown Parks Project and included funding for Public Art in the following amounts:

- Bike Rack Art Contest - \$15,000
- Mural on Depot Street Park Sound Wall - \$20,000
- Sculpture or Other Art for the Downtown Creek park - \$15,000

With the understanding that several members of the Commission will be changing this coming month, staff is recommending that the Commission wait until the April meeting to coordinate sub-committees to work on the art projects. The following schedule is proposed:

February 22, 2017	Approval by City Council as a component of Downtown Parks Approval
April 3, 2017	LCAC Finalize Submission Guidelines
	Develop Sub-committees for each project
April 15, 2017	Promotion of Contest/Call for artists begins
May 31, 2017	Submission Deadline Closes
June 30, 2017	Online Voting Concludes
July TBD, 2017	LCAC Review
July 19, 2017	City Council Review
July 31, 2017	Contracts for Fabrication or Art are Complete
July-Nov 2017	Fabrication Completed
November 2017	Installation/Opening

It is recommended that the Commission discuss the timeline and provide any recommendations to staff on things to be included in the submission guidelines.



File #: 17-129, Agenda Date: 3/7/2017, Version: 1

LIBRARY CULTURE AND ARTS COMMISSION STAFF REPORT MEETING DATE: MARCH 7, 2017

APPROVED BY: Chris Ghione, Community Services Director

COMMISSION WORK PLAN UPDATES

Discuss and provide updates on Work Plan items.

REPORT NARRATIVE:

On June 15 the City Council approved the Commissions Work Plan. The Commission will discuss progress on Work Plan items.

LINKS/ATTACHMENTS:

- 1) Fiscal Year 2016/17 Commission Work Plan

FY 2016-17 Work Plan DRAFT

City Council Approved: June 15, 2016

Overall Mission: To assist the City Council in accomplishing its goals by fostering an environment conducive to and supportive of the arts, culture, and life-long learning in Morgan Hill, working with existing community groups to promote resources, and facilitate partnerships.

Project (Commissioner Responsible)	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Desired Outcome
Liaison with City Departments, Other Community Groups, MH Citizens	Improving Our Communication Developing Our Community	July 1	June 30	CS Director (minimal)	(1) Draft and send letter to appropriate City Staff to introduce new LCAC members and provide update of activities (Castleberry) (2) Participate with other groups to support community outreach and support arts and culture in the community (including Valle del Sur, El Toro Arts) (Clark/Williams/Paul) (3) Monitor city and downtown activities, groups, and projects; offer support when needed (Lake/Paul)
Permanent and Proposed Public Art	Improving Our Communication Developing Our Community Enhancing Our Community	July 1	June 30	CS Director (minimal) Economic Develop Staff (minimal) Com Srvs Supervisor (minimal)	(1) Update permanent art inventory and update online art catalogue on City's website to better promote the collection, respond to maintenance needs, and create a "virtual tour" (Williams/Clark) (2) Partner with local Artists to display their work. Review the possibility of implementing a utility box art program or other programs (doors, walls, etc.) (Vrabel/Williams/Clark) (3) Form subcommittees as needed to support specific art requests that come forward (All) (4) Review opportunities for funding Public Art and Performing Arts in the Future (Clark/Paul/Castleberry) (5) Identify opportunities to support future downtown art improvements. (Hennessey)

Project (Commissioner Responsible)	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Desired Outcome
Art and Culture Events	Improving Our Communication Developing Our Community Enhancing Our Community Supporting Youth	July 1	June 30	CS Director (minimal) CS Srvs Coordinator (minimal)	(1) Coordinate implementation of Breaking the Sound Barrier event (Hennessey/Castleberry) (2) Facilitate youth events and art events (including Art a la Carte) (Castleberry/Paul/Hennessey) (3) Research opportunities for posting of youth art in different areas within the City (Lake/Vrabel) (4) Develop a contest to name the Tarantula (Castleberry)
Library Outreach and Support	Planning Our Community Supporting Youth	July 1	June 30	Library Staff (Moderate) Public Works Staff (Significant)	(1) Support Library Card Drive (Lake/Vrabel) (2) Establish Commissioner's Corner in Library to provide book recommendations (All) (3) Support the Library Expansion Project (a) Coordinate with Friends of Library on Library Development (Hennessey/Paul/Vrabel) (b) Coordinate on Library Expansion with a special focus on youth technology (Lake) (c) Participate in the Library design process making recommendations to the City Council (All) (4) Participate in annual Library Commissioners Forum (Castleberry/Lake)

Staff Resources Required:

0-50 hours: Minimal; 51-100 hours: Moderate; 100+ hours: Significant