



Regular Meeting Agenda
Library, Culture, and Arts Commission

Paul Lake - Commissioner
Norma Bussing - Commissioner
Maria Antunes - Commissioner
Lori Paul - Commissioner
Daniel Redfield - Commissioner
Katie Khera - Commissioner
Brigitte Crawford - Commissioner

Tuesday, March 6, 2018 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 City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council 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 THE AGENDA

REPORTS

1. **COUNTY LIBRARY REPORT**
2. **MORGAN HILL LIBRARY REPORT**
3. **FRIENDS OF THE MORGAN HILL LIBRARY REPORT**
4. **MORGAN HILL HISTORICAL SOCIETY REPORT**
5. **CITY OF MORGAN HILL UPDATE REPORT**

BUSINESS

6. **APPROVE THE FEBRUARY 6, 2018 MEETING MINUTES**

Recommendation:

Approve Minutes.

7. **SUPPORT YOUTH ART MONTH**

Recommendation:

Support Youth Art Month proclamation.

8. **TARA ROMERO FUNDRAISING UPDATE**

Recommendation:

Accept report on the fundraising efforts for the Tara Romero Sculpture "Never Forgotten."

9. **UTILITY BOX ART PROPOSAL INITIAL STEPS**

Recommendation:

Appoint one Commissioner to support Utility Box Art Project.

10. **ART A LA CARTE DEBRIEF AND PLANNING**

Recommendation:

Discuss the planning for Art a la Carte 2018.

11. **COMMISSION WORK PLAN UPDATES**

Recommendation:

Discuss and provide updates on Work Plan items.

ANNOUNCEMENTS

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 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.



CITY OF MORGAN HILL

PROCLAMATION

of the City of Morgan Hill
Proclaiming
March 2018
as
Youth Art 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, Youth Art is celebrated in local schools, school districts, community arts organizations and larger communities;
- WHEREAS,** the City of Morgan Hill Library, Culture and Arts Commissions continues to support youth art programs, including Art a la Carte, scheduled for April 28, 2018;

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 2018 as Youth Art Month and in doing so, encourage arts in our community and the celebration of 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 7th day of March 2018.

Rich Constantine, Mayor Pro Tem

Library, Culture, and Arts Commission Report, March 6, 2018
Heather Geddes, Community Librarian

January Statistical Highlights	2018	2017
Total Circulation	52,622	55,006
Adult/Teen Circulation	29,078	30,386
Children's Circulation	23,544	24,620
Total # of Programs	72	62
Total # of Attendees	2,369	2,386
New Borrowers Registered	262	237
Gate Count	23,529	22,392
Outreach Events	6	4
Outreach Attendees	226	107

Library News

This March the library is rolling out a Spanish language calendar of events to the public. According to the 2010 census, 18% of Morgan Hill residents speak Spanish. We are excited to see if this new calendar will be popular with library patrons.

Biblioteca de Morgan Hill ESPAÑOL Marzo 2018			
Fecha	Act.	Vec.	Sab.
1. Mi.	1. Hora de Cuentos Bébé 10:15 a.m. Hora de Cuentos Preescolar 11:00 a.m. *ESL Conversación 4:00 p.m.	2. Hora de Cuentos Bébé 11:00 a.m. Hora de Cuentos Infantil 11:45 a.m. *Hora de Programación Juvenil 12:00 p.m. - 1:30 p.m.	3. Hora de Cuentos Bilingüe 10:15 a.m. *Agenda de Matemáticas para la Familia (Bilingüe) 12:00 p.m. *Mañana P/L para 3:30 p.m.
2. Mi.	4. *Discusión General: Decisiones 6:30 p.m. *Agenda para el Colegio 6:30 p.m. *ESL Conversación 4:00 p.m.	5. Hora de Cuentos Bébé 10:15 a.m. Hora de Cuentos Preescolar 11:00 a.m. *ESL Conversación 4:00 p.m.	6. Hora de Cuentos Bilingüe 10:15 a.m. *Agenda de Matemáticas para la Familia (Bilingüe) 12:00 p.m. *Conferencia Por Medio de Mantener un Diario (Jóvenes) 3:00 p.m.

The Children's Department is collaborating with the Tech Museum to offer a bilingual (English/Spanish) series of Math & Engineering classes for families. Parents will learn to reinforce STEAM skills while engaging with their children and building projects together. March's projects include building skyscrapers, roller coasters, and kaleidoscopes.

February Highlights

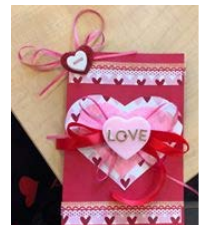
The AAUW hosted an exciting civic program on the topic of "Make Your Voice Heard: how to run for elected office". Fifty-eight people attended and heard from local officials on the topics of running a campaign, electoral districts, and serving in public office.

An historical program on the local Amah Mutson tribe attracted sixty eight attendees who learned about the tribe's history, current tribal issues, and work being done to preserve sacred lands.



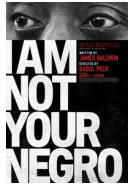
Our SVR program for children, Happy Birds, attracted 200 people who had an opportunity to interact with performing parrots.

The library also hosted a series of Valentine craft programs for adults, teens, and children with 185 people attending the 3 events. Our "Love your Library" bulletin board was also a huge hit.



Morgan Hill Library Events Calendar

March 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 •Toddler Storytime 10:15 a.m. •Pre-School Storytime 11:00 a.m. •ESL Conversation 4:00 p.m.	2 •Tiny Tot Jamboree 11:00 a.m. •Itty Bitty Jamboree 11:45 a.m. •Intro to JavaScript Programming (grades 5-8) 3:30 - 5:30 p.m.*	3 •Bilingual Storytime 10:15 •Family Math & Engineering (Bilingual) 12:00 - 1:30 p.m. •Raspberry Pi Jam 3:30 - 5:30
4	5 •Bridge Class 12:30 p.m. •LEGO Club 4:00 p.m. •Zumba! 5:30 p.m. •Genealogy 101 7:00 p.m. •Master Gardeners: Growing Tomatoes 7:00 p.m.	6 •First Tuesday Knit-In 6:30 p.m. •After Dinner Book Club: <i>Ink and Bone</i> 7:30 p.m. 	7 •Great Decisions Discussion 6:30 p.m. •Paying for College 6:30 p.m. 	8 •Toddler Storytime 10:15 a.m. •Pre-School Storytime 11:00 a.m. •ESL Conversation Club 4:00 p.m.	9 •Tiny Tot Jamboree 11:00 a.m. •Itty Bitty Jamboree 11:45 a.m. •Intro to JavaScript Programming (grades 5-8) 3:30 - 5:30 p.m.* •Virtual Reality Open House 3:30 - 5:00 p.m.	10 •Bilingual Storytime 10:15 •Family Math & Engineering (Bilingual) 12:00 - 1:30 p.m. •Mindfulness Bullet Journaling (Teens) 3:00 - 4:00 p.m.*
11	12 •Bridge Class 12:30 p.m. •LEGO Club 4:00 p.m. •Zumba! 5:30 p.m. •Make It Monday: Embroidery Hoop Wreaths 7:00 p.m. •Genealogy 101 7:00 p.m.	13 •SURJ Movie: <i>I am Not Your Negro</i> 6:00 p.m. 	14 •Reading Buddies 3:00 p.m., 3:20 p.m., 3:40 p.m., 4:00 p.m.* •Family Lotería 6:30 p.m.	15 •Jim Gill Family Concert 10:30 a.m. •ESL Conversation Club 4:00 p.m.	16 •Tiny Tot Jamboree 11:00 a.m. •Itty Bitty Jamboree 11:45 a.m. •Intro to JavaScript Programming (grades 5-8) 3:30 - 5:30	17 •Bilingual Storytime 10:15 •Piece by Piece: Quilting Demonstration 10:00 a.m. - 4:30 p.m. •Family Math & Engineering (Bilingual) 12:00 - 1:30 p.m.
18	19 •Bridge Class 12:30 p.m. •LEGO Club 4:00 p.m. •Zumba! 5:30 p.m. •Genealogy 101 7:00 p.m. 	20 •Library Ukulele Society of Morgan Hill 5:00 p.m. •Virtual Lawyers 6:30 p.m. 	21 •Great Decisions Discussion 6:30 p.m. •Writing College Essays 6:30 p.m. •Virtual Reality Open House 4:30 - 5:30 p.m.	22 •Toddler Storytime 10:15 a.m. •Pre-School Storytime 11:00 a.m. •ESL Conversation Club 4:00 p.m.	23 •Tiny Tot Jamboree 11:00 a.m. •Itty Bitty Jamboree 11:45 a.m. •Kids Create Mobile Apps & Games 4:30 p.m.*	24 •Bilingual Storytime 10:15 •Family Math & Engineering (Bilingual) 12:00 - 1:30 p.m. •Silicon Valley Reads Author: Rachel Khong 3:00 p.m.
25	26 •Bridge Class 12:30 p.m. •LEGO Club 4:00 p.m. •Zumba! 5:30 p.m. •Genealogy 101 7:00 p.m.	27 •AAUW Speaker 6:30 p.m. 	28 •Robotics for Kids with Dot & Dash: Play the Xylophone 4:00 p.m. •Teen Craft: Fruity Slime 6:30 p.m.	29 •Toddler Storytime 10:15 a.m. •Pre-School Storytime 11:00 a.m. •ESL Conversation 4:00 p.m.	30 Library Closed 	31 •Bilingual Storytime 10:15 



Morgan Hill Library Program Spotlights



Morgan Hill Library will be closed
César Chávez Day (observed)
Friday, March 30, 2018

Library Hours:

Main Library

Monday, Tuesday, Wednesday 1pm-9pm
Thursday, Friday, Saturday 10am-6pm

Lobby Service Only

Monday, Tuesday, Wednesday 12pm-1pm

Morgan Hill Library
660 West Main Avenue
Morgan Hill, CA 95037
(408) 779-3196
www.scccl.org/morganhill



*Registration required for marked events

Family & Children Programs

Family Math & Engineering Saturday, March 3, 10, 17, & 24 12:00 – 1:30 p.m. - Have fun with math and engineering, while developing logical thinking, spatial reasoning, creating problem solving, and number sense. For families with children in grades K-5. Classes are bilingual in Spanish and English.

Intro to JavaScript Programming for Kids Fridays, March 2, 9, & 16, 3:30 - 5:30 p.m. - Offered in partnership with MVCode, this hands-on program teaches kids coding in a six week course for 5th-8th graders. Laptops are provided.*

Kids Create Mobile Apps & Games - Friday, March 23, 4:30 - 5:30 p.m. - Make Mobile Apps for Android using MIT App Inventor, a blocks-based online programming tool that allows even beginners to quickly start programming and build fully functional apps for Android devices. For 3rd-8th graders. Bring your own Windows laptop or Android phone or use one of ours.*

Raspberry Pi Jam - Saturday March 3, 3:30 - 5:30 p.m. - Come to the Morgan Hill Raspberry Pi Jam at the library, part of the global Raspberry Pi Big Birthday Weekend! All ages welcome.

Teen Programs

Mindfulness Through Bullet Journaling Saturday, March 10, 3:00 - 4:00 p.m. - Creativity coach and author Kanisha Baynard will show participants how to expand their mindfulness practices through bullet journaling. People use bullet journals to spark creativity, decrease their screen time, increase their mindfulness, and improve family communications. All supplies provided.

Writing College Essays Wednesday, March 21 - 6:30 - 7:30 p.m. - During this seminar, you will learn about what types of essays exists, what colleges are looking for, and, most importantly, you can decide on the story you want to share with admission officers.

Adult Programs

Genealogy 101 Series Mondays in March, 7:00 - 8:30 p.m. - Get started on the journey to uncovering your family tree with this free, five-part series of classes. Your presenter, Karen Abel, is a resident of Morgan Hill and has been conducting genealogy research for 18 years.

- Monday March 5 - Searching the Internet: Navigating Genealogy Websites

- Monday March 12 - Searching Census Records

- Monday March 19 - Other Records: Land, Tax, Probate, Church, Military, Immigration, Newspapers, Books

- Monday March 26 - Organizing Your Data, Sources, Choosing Genealogy Software

Master Gardeners: Growing Tomatoes Monday, March 5, 7:00 - 9:00 p.m. - Increase your success in growing tomatoes. New varieties along with different types of tomatoes will be discussed. Peppers will also be covered. You will learn how correct planting methods, pest control and irrigation can produce healthy and productive plants.

Silicon Valley Reads Author Rachel Khong Saturday, March 24, 3:00 - 5:00 p.m. - Novelist Rachel Khong is the author of *Goodbye, Vitamin*, a Silicon Valley Reads 2018 selected title. Ms. Khong will visit the Morgan Hill Library to talk about her book and her work.

DRAFT



Meeting Minutes Library, Culture, and Arts Commission

Paul Lake - Commissioner
Norma Bussing - Commissioner
Maria Antunes - Commissioner
Lori Paul - Commissioner
Daniel Redfield - Commissioner
Katie Khera - Commissioner
Brigitte Crawford - Commissioner

Tuesday, February 6, 2018 7:00 pm

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

CALL TO ORDER

ROLL CALL ATTENDANCE

Attendee Name	Title	Status	Arrived
Paul Lake	Commissioner	Present	
Norma Bussing	Commissioner	Present	
Maria Antunes	Commissioner	Present	
Lori Paul	Commissioner	Present	
Daniel Redfield	Commissioner	Present	
Katie Khera	Commissioner	Present	
Brigitte Crawford	Commissioner	Present	

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

Minutes Acceptance: Minutes of Feb 6, 2018 7:00 PM (BUSINESS)

PUBLIC COMMENT

None

ADOPTION OF THE AGENDA

Motion Paul, Second Antunes 6-0 (Redfield did not vote)

REPORTS

1. COUNTY LIBRARY REPORT

Received report from Community Librarian in place of the County Librarian.

2. MORGAN HILL LIBRARY REPORT

Received report from Community Librarian.

3. FRIENDS OF THE MORGAN HILL LIBRARY REPORT

Received report from Friend's President.

4. CITY UPDATE

Received report from Community Services Director.

BUSINESS

5. APPROVE THE DECEMBER 5, 2017 MEETING MINUTES

Recommendation:

Approve Minutes.

RESULT:	ACCEPTED [6 TO 0]
MOVER:	Norma Bussing, Commissioner
SECONDER:	Katie Khera, Commissioner
AYES:	Lake, Bussing, Antunes, Paul, Redfield, Khera
ABSTAIN:	Crawford

6. APPROVE THE JANUARY 9, 2018 MEETING MINUTES

Recommendation:

Approve Minutes.

RESULT:	ACCEPTED [6 TO 0]
MOVER:	Brigitte Crawford, Commissioner
SECONDER:	Maria Antunes, Commissioner
AYES:	Bussing, Antunes, Paul, Redfield, Khera, Crawford
ABSTAIN:	Lake

7. REPORT ON SISTER CITY CULTURAL EXCHANGE PROGRAM

Recommendation:

Receive report on Sister City Exchange Program.

Received report from Amy Whelan.

8. TARA ROMERO FUNDRAISING SUPPORT

Recommendation:

Accept and approve request from Romeo Family to assist in fundraising efforts for "Never Forgotten," The Tara Romero Sculpture.

Motion to support a fundraising effort to complete the Tara Romero Sculpture.
Subcommittee of Lake, Khera and Redfield formed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Lake, Commissioner
SECONDER:	Daniel Redfield, Commissioner
AYES:	Lake, Bussing, Antunes, Paul, Redfield, Khera, Crawford

9. ART A LA CARTE DEBRIEF AND PLANNING

Recommendation:

Discuss the planning for Art a la Carte 2017.

Updates provided.

10. UPDATE ON TARANTULA SHIRTS

Recommendation:

Discuss sales of Tarantula Shirts for the Public Art Fund.

Update provided.

11. COMMISSION WORK PLAN UPDATES

Recommendation:

Discuss and provide updates on Work Plan items.

Commissioners discussed work plan items.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

ADJOURNMENT

8pm.



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: March 6, 2018

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

SUPPORT YOUTH ART MONTH

RECOMMENDATION(S)

Support Youth Art Month proclamation.

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 Youth Art Month. The Library, Culture and Arts Commission has supported this request for the last two years. Representatives from the SCCOE will be present at the March 6 LCAC meeting to discuss this item. The Council would ultimately make this proclamation at March 7 City Council meeting. The proposed proclamation is attached.

LINKS/ATTACHMENTS:

1. Proclamation- Youth Art Month March 2018



CITY OF MORGAN HILL

PROCLAMATION

of the City of Morgan Hill

Proclaiming

March 2018

as

Youth Art 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, Youth Art is celebrated in local schools, school districts, community arts organizations and larger communities;

WHEREAS, the City of Morgan Hill Library, Culture and Arts Commissions continues to support youth art programs, including Art a la Carte, scheduled for April 28, 2018;

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 2018 as Youth Art Month and in doing so, encourage arts in our community and the celebration of 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 7th day of March 2018.

Rich Constantine, Mayor Pro Tem

Attachment: Proclamation- Youth Art Month March 2018 (1672 : Support Youth Art Month)



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT MEETING DATE: March 6, 2018

PREPARED BY: Jennie Tucker, Community Services Supervisor
APPROVED BY: Chris Ghione, Community Services Director

TARA ROMERO FUNDRAISING UPDATE

RECOMMENDATION(S)

Accept report on the fundraising efforts for the Tara Romero Sculpture "Never Forgotten."

REPORT NARRATIVE:

At the February 6, 2018 LCAC meeting the request to assist the Romero Family with fundraising efforts for the Tara Romero sculpture was approved.

A subcommittee was created and includes representatives from the Romero family and Commissioners Khera, Redfield, and Lake. The subcommittee met on February 21, 2018 to create action items. This report is to keep LCAC informed on the work.

<u>Action</u>	<u>Items:</u>
A representative from the family will work with the family to remove or hide current GoFund Me accounts previously created. Updated information and pictures will be provided to City staff. City staff will create the new GoFund Me on behalf of LCAC and will help monitor the activity on the site.	

City teammates will work on a marketing plan to assist the LCAC on sharing the information.

The intent is to have the GoFund Me account and marketing plan ready for release the week of March 19th.

PRIOR COMMISSION ACTIONS:

LCAC presented the recommendation on the Tara Alish Romero Bronze Sculpture during the July 18, 2012 City Council Meeting. Council approved and directed LCAC to move forward with the proposal, and to return to Council with artist's renderings and a recommendation for location of the sculpture.

On December 1, 2015, LCAC returned to Council with the artist's renderings and a recommendation that the Demonstration Garden at the Civic Center be the permanent location of the sculpture. Council approved this recommendation.

On February 8, 2018, LCAC approved the recommendation to assist the Romero Family with the final fundraising efforts for the sculpture.



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: March 6, 2018

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

UTILITY BOX ART PROPOSAL INITIAL STEPS

RECOMMENDATION(S)

Appoint one Commissioner to support Utility Box Art Project.

REPORT NARRATIVE:

The 2018 Class of Leadership Morgan Hill has reached out to the City looking to coordinate their annual class project. The Class has tentatively proposed to fundraise for and ultimately paint ten utility boxes located in the downtown area or near schools. The proposal will ultimately need to be reviewed by the Commission and approved by the Council. The purpose of the agenda item tonight is to allow the Class to share its concept with the Commission. Public art review requires a three-member panel coordinate the art proposal before it comes to the Commission. It is recommended that one commissioner be appointed as the Commission representative, that Leadership Morgan Hill assign the community representative, and that Chris Ghione serve as the City staff representative for the project.

The Commission currently has a sub-committee working on developing a Utility Box Art Program. It is anticipated that this work by Leadership Morgan Hill would only be an added benefit to kickstart this effort.



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: March 6, 2018

PREPARED BY: Chris Ghione, Community Services Director
APPROVED BY: Chris Ghione, Community Services Director

ART A LA CARTE DEBRIEF AND PLANNING

RECOMMENDATION(S)

Discuss the planning for Art a la Carte 2018.

REPORT NARRATIVE:

This item is on the agenda to allow commissioners time to discuss planning for the Art a la Carte Event and provide updates on each Commissioner's work on the event. Chair Lake provided for the attached planning update.

LINKS/ATTACHMENTS:

1. LCAC-ALA-Plans-03-02-2018

LCAC : Art A La Carte Planning – March 3 rd 2018 update

Event: Saturday, April 28, 4-18-2018 Time: 11 am – 2 pm [confirmed]

Themes: *The Environment: It's Easy Being Green*

Organizers: Morgan Hill Library, Culture, and Arts Commission

Maria Antunes, Norma Bussing, Brigitte Crawford, Katie Khera, Paul Lake, Lori Paul, Daniel Redfield

Event Day at Community Center

LCAC Lead(s): **Paul, Maria**

Task List

- Reserve Community Center, Conference room, Chairs, Audio equipment, Tables [completed]
- Insurance for event [completed]
- Pre-event meeting with City Staff to go over event layout, table arrangement, parking lot, audio, tents, chairs
- Get Banners
- Set up Banners
- Return Banners
- Work with pre-event volunteers to setup
- Work with post-event volunteers to clean up
- Get and deliver refreshments for volunteers
- Set up Audio and make contact with MC to make test it is working okay
- Place booth numbers with flags in ground according to booth map layout
- Apron boxes – deliver
- Aprons – collect and return boxes
- Pet Group Insurance
- Tape Event maps on tables, have copies of tables
- Supplies: Paper Bags, Rope, Water Cooler, scissors scotch tape

Steps taken:

- Located the event day supplies - aprons and banner (with staff at the community center)
- Maria made contact with community center team to set up prep meeting
- Maria met with Debbie:
 1. Need to get permits from the county in order to have food vendors
 2. Need insurance as attached from last year.
 3. Is someone calling the SPCA?
 4. FASMA???
 5. Rental contract with the city will be put together by Debbie and will send it to me and then I will forward it.
 6. Made sure that the city had the tables and chairs available for us. We have 50 chairs and 5 tables reserved.

Parking Lot Participants

LCAC Lead(s): **Daniel**

Task List

- 2/3 Food trucks
- Parking cones for food truck parking
- Reserve parking with cones for vendors to unload
- Book 6 weeks prior
- Fire truck
- Police Car

Steps taken:

Update: Police and Fire have been scheduled for 4/28. Will need to send them a map with setup locations prior to the event. I have contacts for food truck vendors, but none scheduled yet.

Stage Participants/Performers

LCAC Lead(s): **Norma, Lori**

- MC to work with
- Event program
- Superheroes/Heroes for Hope
- Music as Language
- School Dance/Music Bands
- Splash the Dolphin

Steps Taken:

Splash the dolphin Secured

Cubs

Looking for Scout volunteers

Vendor/Sponsor Outreach

LCAC Lead(s): **Katie**

Task List

- Build Partner Event Booth Map with Sponsor thank you list on the back
- Prepare and Print Vendor and Sponsor booth map
- Get list of potential vendors and sponsors from Amy Whelan
- Vendor and Sponsor ANNOUNCEMENT Outreach information email and engagement, with APPLICATION, asking for RSVP, with deadline and application form (To be sent in January)
- FOLLOW-UP in February, March and April
- Update and maintain Sponsor and vendor mailing list

- Secure sponsors on behalf of El Toro Culture and Arts
- Secure funds for booth partner who require assistance
- Confirm booth partners by end of March

Steps Taken:

Theme: Environment – It is Easy Being Green

Marketing

LCAC Lead(s): **Bridgette, Lori, Norma**

Task List

- Media Outreach – short and Long media press releases – for press and Morgan Hill Recreational calendar (save the Date in the Winter Rec edition)
- Prepare Flyers
- Print and distribute flyers in town
- Distribute flyers to schools at the beginning of April
- Source volunteers for the event – schools, scouts (6)
- Market to downtown stores and on city emails, newsletters, bulletins
- Morgan Hill times

Steps Taken:

I have been in contact with Marty Cheek and he is figuring out a date to feature our event in their Non-profit article section. I am heading out of town but will have the updated flier for our Tuesday meeting and more info to share!



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: March 6, 2018

PREPARED BY: Chris Ghione, Community Services Director
APPROVED BY: Chris Ghione, Community Services Director

COMMISSION WORK PLAN UPDATES

RECOMMENDATION(S)

Discuss and provide updates on Work Plan items.

REPORT NARRATIVE:

The Library, Culture and Arts Commission finalized its Work Plan on May 16. The City Council approved the Commission Work Plan on June 21, 2017. This item is for the Commissioners to discuss all items listed on the Fiscal Year 2017/18 Work Plan.

The 2017/18 Fiscal Year Work Plan is attached.

LINKS/ATTACHMENTS:

1. LCAC 2017-2018 Workplan Final 8.2.17

Library, Culture & Arts Commission

FY 2017-18 Work Plan**City Council Approved: June 21, 2017 – Assignments Updated December 6, 2017**

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 Area	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Specific Task / Commissioners Assigned
Liaison with City Departments, Other Community Groups, MH Citizens	Supporting our Youth, Seniors and Entire Community Inclusiveness	July 1	June 30	CS Director (minimal)	(1) Participate with other groups to support community outreach and support arts and culture in the community (including Valle del Sur, El Toro Arts) (Paul/Bussing)
Permanent and Proposed Public Art	Supporting our Youth, Seniors and Entire Community Preserving Our Cultural Heritage	July 1	June 30	CS Director (minimal) Com Svcs Supervisor (minimal) CS Svcs Coordinator (minimal)	(1) Partner with local Artists to display their work. Review the possibility of implementing a utility box art program or other programs (doors, walls, etc.) (Antunes/Bussing/Khera) (2) Form subcommittees as needed to support special art requests that come forward (All) (3) Review opportunities for funding Public Art and Performing Arts in the Future (Paul) (4) Support the Downtown Art Project Selection. (Crawford/Bussing) (5) Develop Tarantula branding and promotion. (Crawford/Paul/Khera)
Art and Culture Events	Supporting our Youth, Seniors and Entire Community Inclusiveness	July 1	June 30	CS Director (minimal) CS Svcs Coordinator (minimal)	(1) Facilitate the Art a la Carte event and look to incorporate culture and music into the event. (Lake the lead/all members will support) (2) Explore opportunity to partner with artists on a children's art show. (Paul) (3) Explore partnership opportunities for the City supporting performing arts with South Valley Civic Theater. (Lake/Khera)

Attachment: LCAC 2017-2018 Workplan Final 8.2.17 (1670 : LCAC Workplan Updates)

Project Area	City Council Goal Supported	Start Date	Complete Date	Staff Resources Required	Specific Task / Commissioners Assigned
Library Outreach and Support	Supporting our Youth, Seniors and Entire Community Inclusiveness	July 1	June 30	Library Staff (moderate) Senior Project Manager (significant)	(1) Support Library Outreach, including possible pop up locations (Lake/Paul) (2) Redefine and support Commissioner's Corner in Library to provide book recommendations (Khera) (3) Support the Library Expansion Project (a) Coordinate with Friends of Library on Library Development (Crawford/Paul) (b) Coordinate on Library Expansion with a special focus on youth technology (Redfield) (c) Participate in the Library design process making recommendations to the City Council (All) (4) Participate in annual Library Commissioners Forum (All) (5) Support incorporation of Children's art into the Library (Lake/Paul) (6) Review and make recommendation on Library Hours (Khera/Antunes)
Support Integration of Historical Resources into Commission Area of Support	Preserving our Cultural Heritage	July 1	June 30	CS Director (moderate) CS Srvs Coordinator (moderate)	(1) Coordinate with the Morgan Hill Historical Society to define LCAC support of Villa Mira Monte operations. (Bussing/Paul/ Crawford)

Staff Resources Required:

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