



Regular Meeting Agenda
Library, Culture, and Arts Commission

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

Tuesday, April 3, 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**

BUSINESS

6. **AWARD WINNERS FOR LIBRARY ART CONTEST**
7. **APPROVE THE MARCH 6, 2018 MEETING MINUTES**

Recommendation:

Approve Minutes.

8. **LEADERSHIP MORGAN HILL ART PROJECT UPDATE**

Recommendation:

Provide a recommendation to the City Council on the proposed phrases and utility box locations proposed by Leadership Morgan Hill.

9. **TARA ROMERO FUNDRAISING UPDATE**

Recommendation:

Discuss the fundraising efforts for the Tara Romero Sculpture "Never Forgotten."

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

Recommendation:

Discuss the planning for Art a la Carte 2018.

11. **WORK PLAN UPDATES AND DEVELOPMENT**

Recommendation:

Provide updates on Work Plan items and discuss development of 2018-19 Work Plan.

12. **SELECTION OF CHAIR AND VICE CHAIR**

Recommendation:

Select Chair and Vice Chair.

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.

April 2018
Commission Report
Nancy Howe, County Librarian

Food for Fines Bringing Patrons to the Library in April



Santa Clara County Library District (SCCLD) currently has over 100,000 patrons with an outstanding fine or fee on their library card. Many of these include students, seniors and low-income patrons. In an effort to welcome our patrons back to the library, SCCLD will be offering a Food for Fines program in the month of April through a partnership with Second Harvest Food Bank.

From April 2-30, patrons can bring in any non-perishable food donation per account and have up to \$100 waived from their outstanding fines/fees. We recognize that living in the Silicon Valley is expensive. One in four residents of the county are food insecure, meaning they do not have reliable access to a sufficient quantity of affordable and nutritious food. Food for Fines will feed

the mind and the body. Offering this program in April, we're able to welcome our patrons back to the library just in time for summer, and provide much needed food to the residents who are at risk for hunger.

We are supporting this program through a wide variety of promotional activities including flyers in English/Spanish, press release, working with our local schools, and a media event at Gilroy Library on Saturday, Apr 7 at 10:30am, just to name a few. We will also be emailing 75K patrons with outstanding fines to let them know about the program and welcome them back to the library by making a food donation.

For more details, visit <http://www.sccl.org/foodforfines>

New Passport Service at the Library- **UPDATE**



Beginning in April, SCCLD will be offering passport services as an official Passport Acceptance Facility. We will be opening the doors at our official passport offices on April 2, at the Milpitas Library and April 3 at the Cupertino Library. All appointments must be reserved at least 12 hours in advance online. No walk-in appointments will be accepted

Milpitas Passport Office Hours:

Sun 11am – 4pm
Mon 1 - 7pm
Tues 11am – 4pm
Wed 1 – 7pm
Thur 11am – 4pm

Cupertino Passport Office Hours:

Tue 1 – 7pm
Wed 11am – 4pm
Thur 1 – 7pm
Fri 11am – 4pm
Sat 11am- 4pm

We will provide the following services:

- First-time passports
- Renewals for passports issued before the applicant was 16 years of age
- Renewals for expired passports issued more than 15 years ago
- Replacements for lost, stolen, or damaged passports.
- Passport photo service (\$12 for a set of two photos)

UPDATE: With a press release issued on March 15, as of March 29, we have taken 200 appointments in Cupertino and 150 in Milpitas. This takes us through the end of April and every Saturday through mid-May in Cupertino and every appointment through mid-April plus every Sunday appointment through the end of April in Milpitas. We anticipate our Passports to be a very popular and highly valued service.

JOINT POWERS AUTHORITY MEETING

The JPA Finance Committee Meeting is scheduled for Wednesday, Apr 11 from 2-3:30pm at the Services and Support Center. On the agenda is the first review of the FY18-19 budget.

In addition, the next JPA meeting will be held on Thursday, Apr 26 from 1:30-3:30pm at the Services and Support Center.

STAFF DEVELOPMENT DAY- April 27, 2018

Every other year, we close our libraries and take a day to bring together the SCCLD staff. It is important that we learn, grow and develop new skills together as a team. As our community needs change, it affects the services needed from the library and we must continue to adapt. For a broader view of the changing landscape for libraries and library professionals, please see the Trend Report.

As a reminder, all SCCLD libraries will be closed on Friday, April 27 for Staff Development Day.

LIBRARY TRENDS:

As libraries and the role they play within the community continues to evolve, so must our staff. From recruiting to training to customer service, we will continue to focus on the future of libraries and what steps we need to take along the way to adapt with the changes. While we are mostly focused on our patrons and providing the best patron experience, this requires that we are also looking internally and ensuring we are structured, trained and have the right staff to deliver on this patron experience.

Transforming the Library Profession

Recruiting librarianship's best and brightest

By [Hallie Rich](#) and [Sari Feldman](#)



Technological advancements are driving an increasingly interconnected global landscape, which contributes to rapid political, economic, social, and environmental change. Faster communication systems and enhanced access to information bind countries, economies, and businesses in far more complex ways than we have ever conceived. This interdependence on a global scale makes risks such as rising

socioeconomic inequality particularly pernicious because of the inherent instability of weak economies and social fragility.

The good news for libraries is that investment in drivers of inclusive growth—public services such as schools, libraries, and telecommunications infrastructure—represents a critically important risk mitigation strategy. Education and knowledge are essential to successful communities, organizations, and economies, and they represent the future for the information profession if, of course, library professionals keep pace with the changing dynamics of the various communities they serve.

In order to be effective in this evolving global landscape, library organizations must be nimble, creative, and customer-focused, and—above all—must embrace learning. Gone are the days when libraries cornered the market on information, delivering value almost exclusively as content providers. Library work creates value today in ways that are far more personal and collaborative. Library professionals need to be viewed as trusted advisors, but trust grows only when we build relationships with our customers. For instance, the library as provider of access to technology is insufficient if, like approximately 70 million American adults, the library customer lacks the basic digital literacy skills needed for robust online use. (See John B. Horrigan’s June 2014 paper “[Digital Readiness](#).”)

Economic inequality most certainly plays a role in digital literacy, serving both as a driver of the digital divide and a condition exacerbated by a global economy that requires digital participation. The library professional who builds relationships—one who can coach, teach, or direct the customer to resources that support digital readiness—is the one who provides value today.

Library professionals support the unique information needs of library customers by facilitating learning experiences.

Now is the time for those of us within the library profession to recast the image of the library professional. It’s not about replacing gray buns and glasses with pink hair and tattoos (although both images are tired tropes at this point); it’s about demonstrating that library professionals see the critical difference between tracking down an answer to a question for customers and helping customers craft the questions they need to ask.

Today’s library is less about what we have for people and more about what we do for (and with) people. This distinction is important because communicating the value of the library professional is the only way to ensure our future viability. We must tell the story in a way that

resonates with the customer, attracts talent to the profession, and secures funding from key stakeholders.

Engage customers

Today's library professionals are the "genius bar" for everyday users. From school libraries to public libraries, academic library spaces, and more, customers expect library professionals to support their information needs regardless of the format of that information. At a time when content is not reserved to a particular conduit, library professionals must become format-agnostic information experts, providing equitable access to physical material, internet-connected devices, and online content all while helping customers develop the skills needed to take advantage of the educational, economic, and social opportunities associated with technology.

While the addition of technology into the content provider space is not a dramatic transformation of the library professional's work, we can see the meaning of "access" evolving as we increasingly help customers—be they students, entrepreneurs, or curious creatives—develop their own content and make it available to others. For example, libraries of all kinds now offer makerspaces with equipment, software, and services to stimulate content creation.

As expectations and demand for experiential learning opportunities grow, library professionals are at the forefront of providing training in digital media, including animation, video recording and editing, and app development; helping indie authors self-publish content on library platforms; and supporting researchers using Big Data stores and stimulating innovation by managing Big Data repositories.

The movement from consuming content to creating content is opening opportunities for the new library professional. Professionals in the academic library, school library, and public library environment are not simply making other people's great ideas and stories available to their customers; they are delivering learning experiences that inspire great ideas and stories from their customers.

To put it another way, library professionals are not just providing the menu; they are cooking the meal with customers.

Attract new professionals

As the library profession transforms to respond to an increasingly high-tech/high-touch environment, the talents and skills embodied by all library professionals are necessarily changing. We need to recruit a more diverse and creative workforce by starting to tell a different story about the library profession and creating a pipeline of talent to deliver in the new service models for all library types.

It was difficult even a decade ago to imagine having a world of information always available in your pocket, but now it is almost as difficult to imagine not being connected to people, places, and things 24/7. One implication of this rapid adoption of mobile technology is that it's entirely possible that some individuals will never set foot into a library for the first two decades of their life.

Given this context, we need to develop a plan for bringing the best and brightest to the library workplace to be part of the transformation within our profession. How will we recruit talent when that talent's experience with library organizations may be limited to simply downloading content from their school or public library or, worse, grounded in old stereotypes of libraries as passive vehicles for content consumption?

We need to clearly demonstrate how traditional library values can leverage dynamic disruptions in technology to deliver meaningful learning experiences for customers. For instance, library professionals are rallying around our professional value of open access to develop training programs that help customers access robust innovations in health care, education, and government service delivery through the growing "internet of things."



Repositioning the library professional as an educational resource for a more interconnected global community more accurately describes contemporary library work. Appealing to the interests of those who enjoy working with people, solving problems, and designing innovative approaches to tackling challenging questions will be crucial to future talent attraction.

Advance information policy agenda and advocacy

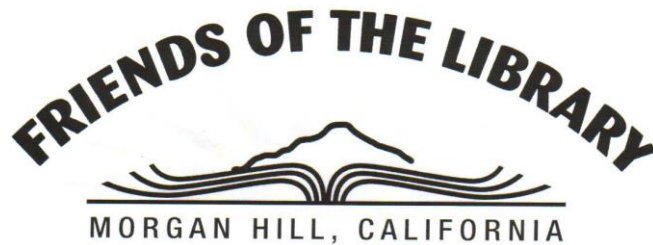
It stands to reason that information professionals deliver significant value in a knowledge-based economy. However, library professionals have the opportunity to better engage national decision makers and influencers through strategic communication and outreach that illustrates the value of libraries in economic and social terms. Elevating awareness of the library

professional's critical role in the digital age—and the expanding opportunities that still remain within library organizations—will be most powerful when we align our outcomes with the agendas of key decision makers at the national level and with funding organizations and prospective collaborators such as foundations, government agencies, and businesses.

The Policy Revolution! initiative of ALA's Office for Information Technology Policy provides critical direction to maximize the efforts of a coordinated advocacy approach. While the priority in communicating the positive and robust contributions that libraries make in the way of economic and social growth is to secure and stabilize library funding, we also see advocacy around issues of national information policy energizing our profession. The profession's core values of equitable access, privacy, and intellectual freedom have been activated in recent legislative and regulatory efforts related to broadband access (E-Rate), net neutrality, the USA Patriot Act, and the Electronic Communications Privacy Act.

Ultimately, we will be most successful as a profession when we advocate collectively and collaboratively, regardless of library type. Articulating the value of the library professional in ways that resonate with national decision makers and influencers will be most successful when we demonstrate how the library professional supports learning in the context of inclusive growth. This kind of credibility can be helpful in policy discussions that deal less with library funding and more with issues that advance the broader public interest.

Today our experienced professionals and new library workers must find their passion around people to build an educated and involved citizenry and ensure digital and economic opportunity for all. Library professionals are the essential element of strong schools, colleges, universities, and public communities.



Report to the Library, Culture and Arts Commission

April 3, 2018

Teresa Stephenson, President

Friends Activities

- March 24 – Silicon Valley Reads – *Goodbye Vitamin* by Rachel Khong

Upcoming events:

- April 10 - Volunteer appreciation party followed by musical program 'Four Shillings Short'
- April 16 – Board meeting
- April 28 – Art ala Carte

Morgan Hill Historical Society - What's been going on . . .?

- Pop-up exhibit at Morgan Hill Library – Updated monthly



April's display is from 1916 – 1924 and is a set of *Little Leather Library* books. These were given away with the purchase of Whitman chocolates and later sold as a set with free postage, to be sent to soldiers overseas in WWI.

- History Conversations – First Sat. of each month at VMM.

The March Conversation was by author Cynthia Miller on how she arrived at writing her book – *A Children's Discovery Book on Morgan Hill*.



- Current Exhibits at VMM.



Returning Home – a collection of frames created by J. Hunter in 1989 for the Morgan House, a restaurant on W. Dunne which is now Mama Mia's. This exhibit focuses on events and persons of Morgan Hill, and were later featured in her book, *Under the Shadow of El Toro*. The exhibit was mounted in January and will be up through the month of April.

Native American Baskets from many different areas including samples from the Miwok, Yurok, Paiute and Tlingit tribes.



Coming up . . .

Throughout April and May MHHS provides **Living History Field Trips** for 3rd-5th grade classes

- 4/7 - **History Conversation**, on the Flying Lady restaurant, followed by a demonstration by Heart Artist, Debbie Arambula, and wine tasting
- 4/14 – **Historic Downtown Walking Tour**, second Sat. of every month.
- 4/28 - **Art a la Cart**, MHHS will participate by having a crafts booth as well as being a sponsor.
- 5/5 - **Mad Hatter, Alice in Wonderland, Children's Tea** **NEW this year!**
- 5/6 - **Special edition of History Conversation** on a SUNDAY, with Ron Woolf about the Origins of the Mushroom Mardi Gras and afternoon wine tasting.
- 5/12 – **Historic Downtown Walking Tour**, second Sat. of every month.
- 6/23 - **Speakeasy Prohibition Party** – More data to come.

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, March 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 Mar 6, 2018 7:00 PM (BUSINESS)

PUBLIC COMMENT

ADOPTION OF THE AGENDA

Motion Bussing, Second Khera, Passes 6-0 (Antunes not present for vote)

REPORTS

1. COUNTY LIBRARY REPORT

Provided by Deputy County Librarian

2. MORGAN HILL LIBRARY REPORT

Provided by Community Librarian

3. FRIENDS OF THE MORGAN HILL LIBRARY REPORT

Provided by Friends President.

4. MORGAN HILL HISTORICAL SOCIETY REPORT

Provided by Museum Director.

5. CITY OF MORGAN HILL UPDATE REPORT

Provided by Community Services Director.

BUSINESS

6. APPROVE THE FEBRUARY 6, 2018 MEETING MINUTES

Recommendation:

Approve Minutes.

RESULT:	ACCEPTED [UNANIMOUS]
SECONDER:	Lori Paul, Brigitte Crawford
AYES:	Lake, Bussing, Antunes, Paul, Redfield, Khera, Crawford

7. SUPPORT YOUTH ART MONTH

Recommendation:

Support Youth Art Month proclamation.

Motion to support Youth Art Month.

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

8. TARA ROMERO FUNDRAISING UPDATE

Recommendation:

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

Received update.

9. UTILITY BOX ART PROPOSAL INITIAL STEPS

Recommendation:

Appoint one Commissioner to support Utility Box Art Project.

Appoint Commissioner Bussing to support Leadership Morgan utility box art project.

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

10. ART A LA CARTE DEBRIEF AND PLANNING

Recommendation:

Discuss the planning for Art a la Carte 2018.

Reviewed Art a la Carte planning items.

11. COMMISSION WORK PLAN UPDATES

Recommendation:

Discuss and provide updates on Work Plan items.

Reviewed Workplan items.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

ADJOURNMENT



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 3, 2018

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

LEADERSHIP MORGAN HILL ART PROJECT UPDATE

RECOMMENDATION(S)

Provide a recommendation to the City Council on the proposed phrases and utility box locations proposed by Leadership Morgan Hill.

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 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 Commission appointed Commission Bussing as the representative to support the effort per the policy. Additionally, the existing utility box art sub-committee has also been in contact with the Class.

At this time the Class is proposing review by the Commission of the location of the utility boxes selected and the phrases intended to be used on each box in conjunction with the artwork (Attachment 1). The proposed artwork information will come to the Commission at a later date.

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.

LINKS/ATTACHMENTS:

1. LMH Art Project Email
2. LMH 2018 Art Inspiration Social Messages_

From: [Suman Ganapathy](#)
To: [Katie Khera \(home\)](#)
Cc: [Chris Ghione](#); [Maria Antunes \(home\)](#); [Melissa Scatena](#); [Norma Bussing \(home\)](#)
Subject: Re: Leadership Morgan Hill - LCAC Meeting on April 3
Date: Saturday, March 31, 2018 7:58:30 AM

Dear Norma, Katie, Maria and Chris,

Hello again! Thought I'd forward you the social messages that we've picked on Thursday evening for the utility box art project (Art and Inspiration) .

We voted on positive and thoughtful messages, considering brevity and phrases that are immediately uplifting, and/or can make a reader reflect long after. We also matched the messages to the location for maximum impact. Additionally, we ensured they are all aligned to the 2018 Morgan Hill Strategic Priorities.

Location of Utility Boxes:

- (i) Monterey & 4th (2 boxes) (Downtown: near a church) #11 **Love Everyone**
- (ii) Monterey & Main (1 box) (Downtown: in front of the Chase Bank) #9 **Courage does not always roar.**
- (iii) Main & Butterfield (2 boxes) (Near Downtown: in front of Intero Real Estate) #23 **Welcome Home!**
- (iv) Railroad Park (2 boxes) (Inside the park) **Be your own hero.**
- (v) Dunne & Peppertree (2 boxes) (near Nordstrom School) #43 **Never give up. Nothing is impossible.**
- (vi) On Dunne: (1 box) (electric box near Nordstrom School) **Kindness first. Words matter.**
- (vii) Dunne & Hill: (2 boxes) (Fire Station) #31 **Let nature sing.**
- (viii) Tennant & Vineyard (on Monterey near Tennant station & Vineyard shopping areas and the CRC) (2 boxes) #45 **...Value truth...**
- (ix) Main & Calle Mazatan: (2 boxes) (near El Toro) #38 **Inspire others.**
- (x) Hale & Llagas: (3 boxes) (Stratford School & Buddhist Temple) **What you think, you become.**

* Under Consideration: ugly green electric box near Stratford school just like the one near Nordstrom School, added to the work for the artist painting single boxes [Number (i) or (vi)]

These are the decisions we made during the March 29th, Artwork-Artists Team Meeting:

1. The artwork should encompass all sides of the utility/traffic boxes.
2. Messages to be painted on the narrow sides of the main utility box. The art on the side containing the message should be designed so as allow the words to appear more prominent. (This is not a stipulation to the artist, just something that we discussed.)
3. Messages should consistently be painted in black using the same font in all boxes, but placement should be at the artist's discretion (This can be checked while looking at design plans submitted by the artist prior to painting. The artist can always be requested to shift the placement of the message, if we deem it unsuitable.)
4. Mainly single messages, except for two that are similar in meaning or natural corollaries...



Class of 2018

Social Messages for 'Art & Inspiration' Leadership MH 2018 Project

Location of Utility Boxes:

- (i) Monterey & 4th (2 boxes) (Downtown: near the Methodist church) #11 **Love Everyone.**
 - (ii) Monterey & Main (1 box) (Downtown: in front of the Chase Bank) #9 **Courage does not always roar.**
 - (iii) Main & Butterfield (2 boxes) (Near Downtown: in front of Intero Real Estate) #23 **Welcome Home!**
 - (iv) Railroad Park (2 boxes) (Inside the park) **Be your own hero.**
 - (v) Dunne & Peppertree (2 boxes) (near Nordstrom School) #43 **Never give up. Nothing is impossible.**
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- * Under Consideration: ugly green electric box near Stratford school just like the one near Nordstrom School, added to the work for the artist painting single boxes [Number (i) or (vi)]



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 3, 2018

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

TARA ROMERO FUNDRAISING UPDATE

RECOMMENDATION(S)

Discuss the fundraising efforts for the Tara Romero Sculpture "Never Forgotten."

REPORT NARRATIVE:

On February 8, 2018, LCAC approved the recommendation to assist the Romero Family with the final fundraising efforts for the sculpture. This item is provided to allow commissioners and staff to discuss the status of the fundraising effort. Informational links are available below to updated information:

Go Fund Me Page

<https://www.gofundme.com/tara-romero-memorial-sculpture>

Facebook Page

<https://www.facebook.com/mhcommunitycenter/posts/2392430230782601>

City Commission Website

<https://www.morgan-hill.ca.gov/566/Library-Culture-Arts-Commission>

City Press Release

<https://www.morgan-hill.ca.gov/1587/Press-Releases>



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 3, 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.

LINKS/ATTACHMENTS:

1. LCAC-ALA-Plans-04-03-2018

LCAC : Art A La Carte Planning – April 3- 2018 update

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

Flag Ceremony: Morgan Hill Scout pack 700 - the flag presentation at 11:00 am to start [confirmed]

Themes: *The Environment: It's Easy Being Green* - Please wear green on the day!

Community Center will be open from 7am [Paul and Maria]

Organizers: Morgan Hill Library, Culture, and Arts Commission

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

Debbie Lee-Lazzarino Event Coordinator, City of Morgan Hill, Community and Cultural Center
17000 Monterey Road, Morgan Hill, CA 95037, 408-782-0008

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 [Completed – 70 chairs and 5 tables reserved, aprons, banners, located in Debbie L.'s office]
- 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 [N/A]
- 2018 Event insurance [completed]
- Tape Event maps on tables, have copies of tables
- Supplies: Paper Bags, Rope, Water Cooler, scissors scotch tape

Parking Lot Participants

LCAC Lead(s): **Daniel**

Task List

- 2/3 Food trucks (Paddy Wagon secured)
- Fire truck[completed]
- Police Car[completed]

- Parking cones for food truck parking
- Reserve parking with cones for vendors to unload

Stage Participants/Performers

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

Task List

- MC to work with (Youth Action Council)
- Event program
- Superheroes/Heroes for Hope [completed]
- Music as Language [Completed]
- School Dance/Music Bands
- Splash the Dolphin [completed]
- Cubs will be there – they need 5 chairs, they will kick off the ceremony with Flag ceremony [completed]
- Scouts Volunteers – needed from 10 – Noon and from 2 – 4:00 pm

Vendor/Sponsor Outreach

LCAC Lead(s): **Katie**

Task List

- Build Partner Event Booth Map with Sponsor thank you list on the back – in progress
- Prepare and Print Vendor and Sponsor booth map – In progress
- Get list of potential vendors and sponsors from Amy Whelan (completed)
- Vendor and Sponsor ANNOUNCEMENT Outreach information email and engagement, with APPLICATION , asking for RSVP, with deadline and application form in January (completed)
- 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

Marketing

LCAC Lead(s): **Brigette, 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 (completed)
- 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 - Brigitte been in contact with Marty Cheek and he is figuring out a date to feature our event in their Non-profit article section.
- Susan Brazelton has agreed to photograph the event again this year, and has marked it on her calendar. Norma will confirm with her.



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 3, 2018

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

WORK PLAN UPDATES AND DEVELOPMENT

RECOMMENDATION(S)

Provide updates on Work Plan items and discuss development of 2018-19 Work Plan.

REPORT NARRATIVE:

The Library, Culture and Arts Commission finalized its Work Plan for Fiscal Year 2017/18 on May 16, 2017. 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.

It is also recommended that Commissioners begin discussion on the development of the 2018/19 Fiscal Year Work Plan, which will go to the Council for approval in June 2018.

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 (1708 : LCAC Work Plan Updates and Development)

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 For (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



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: April 3, 2018

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

SELECTION OF CHAIR AND VICE CHAIR

RECOMMENDATION(S)

Select Chair and Vice Chair.

REPORT NARRATIVE:

City Council Policy dictates the order of selection of Chair and Vice Chair for City Commissions. Should a commissioner not wish to serve as Chair or Vice Chair, that individual could pass on his or her “turn” to serve in these roles. The current order per Council Policy to serve as Chair and Vice-Chair is:

1. Commissioner Antunes - Appointed in 3/2017
 Commissioner Bussing - Appointed in 3/2017
 Commissioner Redfield - Appointed in 3/2017
2. Commissioner Lake (Has served previously as chair) – Appointed 2/2016
3. Commissioner Khera – Appointed 5/2017 (Eligible for Vice Chair Only)
4. Commissioner Crawford – Appointed 6/2017 (Eligible for Vice Chair Only)
5. Commissioner Benich – Appointed 2/2018 (Eligible for Vice Chair Only)

LINKS/ATTACHMENTS:

1. Council Policy-96-02 - Commission Selection of Chair and Vice Chair

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP 96-02

SUBJECT: POLICY REGARDING TERM AND SELECTION OF CHAIR AND VICE CHAIR OF CITY BOARDS AND COMMISSIONS

DATE: APRIL 17, 1996

REVISION DATE: DECEMBER 15, 1999, REVIEWED JUNE 27, 2007; AMENDED APRIL 16, 2008

ORIGINATING DEPT: CITY CLERK

In order to provide an efficient method for the selection of Chair and Vice-Chair from the members of the Boards and Commissions, it shall be the policy of the City Council of Morgan Hill to have these officers serve a one (1) year term beginning the first regular meeting date when the Boards and Commissions reorganize; following City Council appointments. A rotation system shall be followed in the selection of the Chair and Vice-Chair. The member who has served the longest on the Board or Commission without serving as Chair during the previous four (4) years shall be selected for the position of Chair. The member second in seniority who has not yet served during the previous four (4) years as Chair shall become Vice-Chair. If the member selected as Vice-Chair is on the Board or Commission at the time the next Chair is selected he/she shall become Chair.

Prior to selection as Chair, a Board or Commission member must serve a minimum of twelve (12) months on the Board or Commission. Each member's seniority shall begin upon the effective date of that member's appointment to the Board or Commission. If two (2) or more members have equal seniority, the Board or Commission shall make the selection. In the event a member otherwise eligible for selection declines the position, the member next in seniority shall be selected. A Board or Commission member will be eligible to serve another term as Chair and Vice Chair provided at least four (4) years have transpired since having previously served as Chair or Vice Chair respectively. Such period may be reduced by one year increments if no other Board or Commission member is eligible to serve due to a recent appointment or because a member otherwise eligible for selection declines the position. If two or more members are eligible to serve another term as Chair, the member who has served the longest on the Board or Commission since having previously served as Chair shall be first in seniority to serve another term as Chair and Vice Chair.

This policy shall remain in effect until modified by the City Council.

APPROVED: _____

STEVE TATE, MAYOR