

TRACY ARTS COMMISSION
MEETING MINUTES
March 13, 2018, 7:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

Chair Dhugga called the meeting to order at 7:03 p.m.

Roll call found Commissioners Bordes, Dhugga, Fuller, Lees, Poole and Sandhu present.
Commissioner Borges-Soto was absent.

Staff Present: William Wilson, Cultural Arts Manager – Visual Arts

Recorded By: William Wilson, Cultural Arts Manager – Visual Arts

1. ITEMS FROM THE AUDIENCE

None

2. SUBCOMMITTEE APPOINTMENTS FOR 2018

ACTION Commissioner Lees was appointed to serve the Civic Art Subcommittee in place of Commissioner Borges-Soto.

3. APPROVAL OF MINUTES FROM THE MEETING ON FEBRUARY 13, 2018

ACTION Motion by Commissioner Fuller, seconded by Commissioner Poole to approve the minutes as submitted. Voice vote found all in favor; motion carried 6:0.

4. FORMATION OF AD HOC YOUTH PROGRAMMING SUBCOMMITTEE FOR 2018

ACTION Motion by Commissioner Poole, seconded by Commissioner Fuller to form a three member Ad Hoc Youth Programming Subcommittee (AHYPS) to serve through December 2018, tasked with continuing research in consideration of new youth programming, creating an event outline, and providing recommendations in effort to create a comprehensive vision for future programming. Voice vote found all in favor; motion carried 6:0.

Commissioners Bordes, Dhugga and Poole volunteered to serve the Subcommittee. CAM Wilson advised AHYPS recommendations will be presented to the Commission in early 2019.

5. CONTINUE DISCUSSION OF 2018 SUMMER PROGRAMMING

CAM Wilson advised the Commission that Staff invited Commissioner Bordes to meet and review proposals received for an event consultant in support of Music & Picnic in the Park 2018. Trinity Productions (TP) responded to the Request For Proposals (RFP) at a bid of \$34,200.00. Staff recommended working with TP to clarify the scope of services and felt strongly that the actual project expenses would be significantly lower. Commissioners agreed that TP had provided excellent services in 2017 and was qualified to serve the Tracy Arts Commission's (TAC) programming forward.

The Commission agreed that Staff should seek to secure the event consultant's services at approximately \$18,000.00, with a \$2,000.00 contingency. CAM Wilson confirmed those amounts were consistent with Staff's estimated expenditures. Staff will meet with John Moore from Trinity Productions to negotiate in preparation of issuing a Professional Services Agreement.

Commissioners discussed their needed roles in the 2018 programming. Commissioner Bordes stated the TAC needs to be more hands-on as in years past, collaborate with hospitality vendors and restaurants, and provide band hospitality. He suggested the Special Events Subcommittee (SES) could take the lead to delegate tasks, and reminded Commissioners that it was important for everyone to contribute and interact with the public at TAC programming. Commissioners agreed it was important to do so and cited the need to address assisting in event set-up, improving marketing efforts, providing hospitality to invited community groups and businesses, and offering more effective recognition of collaborators with giveaways, acknowledgements and audience interaction.

A SES Special Meeting was scheduled for Tuesday, April 10th at 6:00 p.m. The SES will discuss programming components and provide recommendations as needed to the TAC for continued discussion, or review and approval, as needed.

6. CONTINUE DISCUSSION OF NEW YOUTH PROGRAMMING FOR 2018-19

An Ad Hoc Youth Programming Subcommittee (AHYPS) Special Meeting was scheduled for Tuesday, April 17th at 6:00 p.m. The AHYPS will report to the TAC on-going, beginning at the meeting of May 8th, 2018.

7. CORRESPONDENCE

None

8. ITEMS FROM THE COMMISSION

Commissioners each gave brief summaries of their individual activities relating to arts and cultural activities within the past month.

9. ITEMS FROM STAFF

None

8. ITEMS FROM THE AUDIENCE

None

9. ADJOURNMENT

ACTION The meeting was adjourned at 8:27 p.m.

The above agenda was posted at the Tracy City Hall on March 5, 2018. The above are action minutes. Materials distributed to the majority of the Tracy Arts Commission, staff records and/or audio recording is available in the Cultural Arts Division located at 715 Central Avenue.