

TRACY ARTS COMMISSION – SPECIAL EVENTS SUBCOMMITTEE
SPECIAL MEETING MINUTES
April 10, 2018, 6:00 p.m.

Grand Theatre Center for the Arts, 715 Central Avenue

The meeting was called to order at 6:08 p.m.

Roll call found Commissioners Bordes, Lees, and Sandhu present.

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. DISCUSS RECOMMENDATIONS FOR SUMMER 2018 PROGRAMMING

The Special Events Subcommittee (SES) discussed the development of the 2018 Music & Picnic in the Park – Summer Concert Series, and created recommendations to assist Commissioners in their job roles within the programming. The SES agreed that Commissioners should perform the following tasks:

- SES to host Emerging Artists auditions on Saturday, May 19, schedule singers, greet and introduce singer to audio technicians at each event
- Assist Staff in the set-up of canopies, tables and chairs to be used by invited community groups, businesses and performers at each event
- Act as liaisons to invited community groups and businesses, and assist them at the event as needed throughout event
- Perform Emcee duties and promote invited community groups, businesses and hospitality vendors
- Network with and Market event to the community-at-large
- Commissioner Bordes to take the lead on contacting local restaurants to serve as hospitality vendors, who can provide meals to performers and the public with advanced orders and onsite food sales
- Assist Staff in tear down and clean up at the close of each event

3. ADJOURNMENT

ACTION The meeting was adjourned at 6:57 p.m.

The above agenda was posted at the Tracy City Hall on April 6, 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.