



Stephen Seymour, District 1
VACANT, District 1
Deepa Nair, District 2
Lois Fried, District 2
VACANT, Dist. 3
Josephine Deciron, District 3
Jeanne Heise, District 4
Farah Yasmeen Shaikh, District 4
Victoria Magbilang, District. 5
Reno Anoa'i, District 5

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REGULAR MEETING OF THE ARTS COMMISSION

Wednesday, July 17, 2024 – 3:00 - 5:00 p.m.

455 County Center, 4th Floor, Room 405, Redwood City CA 94063

MINUTES

- 1. Roll Call** Chair, Commissioner Magbilang called the meeting to order at 3:04 with roll call.
In Attendance: Commissioners Heise, Magbilang, Shaikh, Fried and Youth Commission Liasion Zhao
Absent: Commissioners, Deciron, Nair, Seymour, and Anoa'i
Staff: Aimee Shapiro, Jacki Rigoni, Mara Grimes, Nyla Byers and Ryan Chou
Guest: John Hoffman representing the San Carlos Sister Cities.
- 2. Agenda Amendments**
None
- 3. Oral Communications**
Mr. Hoffman stated that he was attending the meeting to ask that the Arts Commission consider supporting a mural project in San Carlos and its sister city in Japan. The mural, Blossoms of Friendship, has been completed and the group would like to bring the Japanese artist to celebrate the 100th anniversary of the San Carlos. The Admin-Manager suggested that he complete the sponsorship form and would send him the link.
- 4. Consideration of Minutes** of March 23, 2024, special meeting and May 17, 2024, regular meeting. Minutes were not considered as there was not a quorum in attendance. Will be voted on at the September 18, 2024 meeting.
- 5. Reports**
 - A. Staff Reports**
Aimee Shapiro:
 - Director thanked the Commissioners for their work. She stated that the Office of Arts and Culture is working on many new and existing programs, especially public art projects. She noted that there are two openings on the Arts Commission, in District 1 and District 3. Veronica Rodriguez has decided not to accept the appointment and she is working with Supervisor Mueller's staff to fill the position. The District 1 spot will be filled after the election in November by the newly elected Supervisor. Updates to the public arts projects include:
 - ◆ Veterans and First Responder Memorial – The four finalists made their presentations and answered questions for the selection committee on June 6, 2024. We are working on a contract for the artist that was selected for the project.

Public records that relate to any item on the open session agenda for a regular Arts Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The Commission has designated the Board of Supervisors Office, located at 400 County Center, Redwood City, CA 94063, for the purpose of making those public records available for inspection. The documents are also available to be sent electronically by e-mailing artscommission@smcgov.org. In compliance with the Americans with Disabilities Act (ADA), auxiliary aids and services for this meeting will be provided upon request when given three days' notice. For the safety of those sensitive to airborne chemicals, please refrain from wearing chemically based products.

- ◆ Navigation Center Mural –Nine applications were received for the RFP. Three finalists were chosen by the selection committee and in-person interviews were held on July 15. A final decision and next steps coming soon.
- ◆ Youth Services Center Mural – The RFP opened on May 23, 2024, to work with youth at the juvenile detention center and their design ideas. The deadline was extended to June 28, 2024, to capture more applications. Nine were received in all and are currently being reviewed by the selection committee.
- Director reminded the Arts Commissioners that we would appreciate their help building the list of arts and culture organizations in the County. She encouraged them to add organizations from each of their districts on the shared Google Document.
- She added that there is an upcoming event in Gilroy hosted by SV Creates to celebrate the artists that received funding from the CA Arts Council supporting artists and that Commissioner Shaikh was one of the artists from San Mateo County that received the grant and will be acknowledged at the event. She invited the Commissioners to attend and would have more information soon.

Mara Grimes:

- Admin-Manager stated that we received 41 applications for the Youth Arts Fellowship Program. The applications will be reviewed by the OAC staff and then the selection committee. The program is scheduled to start in September.
- The OAC submitted applications for the CA Arts Council (CAC) and Chan Zuckerberg Initiative (CZI), both of which we have received before. The requests are for general support and would support our regranting to SMC arts and culture nonprofits. Decisions will be announced in September.
- The September Arts & Culture Fest is taking shape. Our partners, the San Mateo Area Chamber of Commerce and Downtown San Mateo Association are responsible for logistics and permits and the OAC is responsible for up to 40 artist vendor booths and most of the performances. She added that she hoped that the Commissioners would share the opportunity with artists and performers in their district and also mark their calendars to be available to assist on the day of the event.
- The County has a Wellness Committee to serve its employees and the Admin-Manager is working with them to provide a stable of artists with paid opportunities to deliver a variety of arts experiences for employees.

Jacki Rigoni:

- Ms. Rigoni noted that the Board of Supervisors were on break during the month of July. She also stated that they had moved into the new building and were getting settled. She shared that her office recently completed the Strategic Plan for District 2 and is focused on affordable housing, equity and social justice issues.
- She announced that the Measure K Fund applications have opened in District 2 until August 2, 2024. Each district receives \$1.1M every two years. Funds can be used for projects that involve arts and mental health and they would like to see more murals in their District.

Commissioner Reports

- Commissioner Magbilang shared that she volunteered at the San Mateo County Fair in the Fine Arts area. The event took place the week of June 1; it was fun and there was a lot of great art. She also noted that some of the SamTrans buses that are covered with student art from the Art Takes a Bus Ride Competition drive right near her house and it is such a pleasure to see them. Lastly, she added that she has been working with the City of Brisbane on their art master plan.
- Commissioner Heise said that she was part of the selection panel for the Navigation Center Mural Project. She said she was impressed by the process, especially the inclusion of the staff and a resident there. It was an excellent experience, and she looks forward to seeing the project come to life.
- Commissioner Fried said that she had a very busy June as she took her Juneteenth program on the road and visited 10 libraries throughout the County. The program was set up by David Vargas from the Belmont Library. She was excited to go to a few libraries she had never been before like Brisbane and Pacifica. She thanked the Admin-Manager for attending the event in San Carlos.
- Commissioner Shaikh relayed that she had attended an event at Stanford Jazz to see a harpist. She was approached by someone that recognized that she was a San Mateo County Arts Commissioner

and sent her an email thanking her for attending the event. She also stated that she was working with Mosaic Arts and has been talking to them about ways to connect.

6. Discussion Items

A. Report from *Partnerships/ Communication/Visibility Committee*

Commissioner Heise said that her committee had been working on several documents, including a description of “Who We Are” which were included in the agenda packet. She asked that the Commissioners review the documents and provide feedback to the Committee. She further stated that she thought that there was some overlap with the other committees and wanted to ensure that there was not duplication of efforts.

B. Report from *Toolkit/Message/Awareness Committee*

Ms. Zhao presented the work that this committee had been working on. The report noted that the committee was updating the Advocacy Toolkit currently on the Arts Commission website. She reviewed each of the steps in their plan including the timeline, tangible outcomes, and outcome goals. The committee will present the completed parts of the plan at the September Commission meeting.

C. Report from *Resources for Artists Committee*

Commissioner Shaikh revealed that her committee had not had a chance to meet since the May meeting. She did note that she agreed with Commissioner Heise that there was overlap between the groups and that her committee would benefit from the work done by the other committees. She stated that she and her committee were committed to getting the work done.

D. Next steps for Arts Commission

Commissioner Magbilang noted that there still seems to be an issue with attendance at the meetings and suggested that the Commission try to work get to know each other better by going to some of the events in the County together.

The Director suggested that maybe the Commission should revisit the time to meet and that after 5:00 might work better for the group.

Commissioner Heise mentioned that the by-laws are almost complete and ready to be voted upon at the next meeting and there is language about the number of absences allowed and still remain on the Commission. In the by-laws it states that if there are 2 more missed meetings, the Commissioner would be put on notice. The Admin-Manager reminded them that since it is a Supervisorial appointed position, only the Supervisor can remove a Commissioner.

Commissioner Shaikh asked in the past, who has spoken to Commissioners whose attendance has been unacceptable?

The Director stated she has been the one to do so.

Commissioner Heise added that in the by-laws, it states that the Executive Committee of the Arts Commission will discuss attendance with any Commissioners not in compliance with the attendance policy.

Ms. Rigoni complimented the work that the Arts Commission has been doing the past months.

The Director added that we wanted to encourage all of the Arts Commissioners to participate on one of the selection panels for the upcoming public art projects. She went on to say that we will provide any training needed and that it is not necessary to have experience in this area.

7. Action Item

A. None

8. Adjournment

Chair adjourned the meeting at 4:41 pm.

NEXT REGULAR COMMISSION MEETING: September 18, 2024 – 3:00-5:00 PM