



AGENDA

CITY OF SEASIDE
ART AND HISTORY COMMISSION

REGULAR MEETING
OLDMYER CENTER
986 Hilby Avenue
Wednesday, February 11, 2015
5:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**
2. **ROLL CALL - ESTABLISHMENT OF QUORUM**

ART AND HISTORY COMMISSION

Michael Wildgoose	Chair
Janie Silveria	Commissioner
Francoise Avery	Commissioner
Sandra Gray	Commissioner
Emily Ventura	Commissioner
Paul Vandecarr	Commissioner
Steven Russell	Commissioner

Staff:

Nancy Towne
Sarah Stanley
Terry Navarro

3. **VISITORS & GUESTS**
4. **ARTISTS TO VIEW**
5. **APPROVAL OF MINUTES**
 - A. **APPROVE THE MINUTES FROM THE JANURARY 14, 2015 AND JANUARY 22, 2015 MEETINGS**
6. **PUBLIC COMMENT**

7. BUSINESS ITEMS

A. REVIEW SA&HC MISSION STATEMENT

B. REVIEW GALLERY POLICY DRAFT

C. CITY TREE AND FLOWER: PLAN PRESENTATION TO COUNCIL

D. OLDEMEYER DISPLAYS:

Decide Next Display

Backing System for Cabinet Displays

E. DONATIONS TO ARCHIVES:

* How to solicit and process

F. UPDATES:

* Archive Committee

* Library Anniversary plans

* Meeting Day and Time: change process.

* County History Day: volunteer judge needed

* Ethics Training deadline February 20, 2015

* Black History Month Reception: plans and needs

* Report on Glenda Lewman book project

8. WRITTEN COMMUNICATION

9. STAFF COMMUNICATION

10. COMMISSIONER REPORTS

11. ADJOURNMENT

Next Regularly Scheduled Meeting:

March 10, 2015

Oldemeyer Center

5:45 PM

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MINUTES

CITY OF SEASIDE ART & HISTORY COMMISSION

REGULAR MEETING
Oldemeyer Center
986 Hilby Avenue
Wednesday, January 14, 2015
5:30 p.m.

1. CALL TO ORDER:

The meeting was called to order at 5:45 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

ART AND HISTORY COMMISSION:

Michael Wildgoose	Chair	<u> X </u>
Sandra Gray	Vice Chair	<u> </u>
Francoise Avery	Commissioner	<u> X </u>
Emily Ventura	Commissioner	<u> X </u>
Janie Silveria	Commissioner	<u> X </u>
Paul Van deCarr	Commissioner	<u> </u>
Steven Russell	Commissioner	<u> </u>

STAFF:

Nancy Towne X Sarah Stanley X Terry Navarro X

VISITORS & GUESTS:

None

3. ARTISTS TO VIEW:

None

4. APPROVAL OF December 10, 2014 MINUTES:

Janie Silveria/Francoise Avery M/S/P

5. PUBLIC COMMENTS:

No public present.

6. BUSINESS ITEMS:

a. Avery Gallery:

** Discussion of Gallery Policies and Guidelines

*Drafts were handed out & will be discuss when more Commissioners are present.

b. Archives:

** Accession paperwork

* Drafts were handed out and discussed.

** Handling of research and photocopy requests & set up clippings collection system.

* Will be discuss at the next meeting when more Commissioners are present.

c. Commission Duties, Goals and Responsibilities:

- ** Discuss drafts of Mission Statement.
- * Drafts were handed out & will be discussed when more Commissioners are present.

d. City Tree and Flower:

- ** Plan re-presentation to Council
- * Redo the presentation

e. Projects Updates:

- ** Displays for Oldemeyer lobby
 - * Use the glass display to promote the next Art event
 - * Francoise Avery volunteer her time to do the display
- ** History Show at Peace Resource Center
 - * (NB Reception 1/30/15) & was approved to go to the end of February.
- ** Library Anniversary
 - * Meeting on January 28, 2015

f. Election of Officers:

- * Add to the next agenda

7. WRITTEN COMMUNICATIONS:

- * Liam Doust re John Craig(e) – No reply

8. STAFF COMMUNICATIONS

- * New name pins were handed out.
- * Updated Commissioner contact information will be handed out at next meeting.

9. COMMISSIONER REPORTS:

- ** Michael Wildgoose shared different events:
 - * The Martin Luther King Jr. Walk on January 19, 2015
 - * African Americans of Monterey County on January 25, 2015
 - * The People's Oral History Project on January 30, 2015
- ** Michael Wildgoose announced that Steven Russell cannot make the Wednesday meeting or try to come when he can.

10. ADJOURNMENT:

The meeting was adjourned at 7:20 p.m.

Next Special Scheduled Meeting

January 22, 2015
Oldemeyer Center
Time: 5:30 p.m.



draft
**CITY OF SEASIDE
ART & HISTORY COMMISSION**

**SPECIAL MEETING
Oldemeyer Center
986 Hilby Avenue
Thursday, January 22, 2015
5:30 p.m.**

1. CALL TO ORDER:

The meeting was called to order at 5:46 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

ART AND HISTORY COMMISSION:

Michael Wildgoose	Chair	<u> X </u>
Sandra Gray	Vice Chair	<u> X </u>
Francoise Avery	Commissioner	<u> X </u>
Emily Ventura	Commissioner	<u> X </u>
Janie Silveria	Commissioner	<u> </u>
Paul Van deCarr	Commissioner	<u> X </u>
Steven Russell	Commissioner	<u> X </u>

STAFF:

Nancy Towne X Sarah Stanley X Terry Navarro X

VISITORS & GUESTS:

None

3. ARTISTS TO VIEW:

None

4. APPROVAL OF December 10, 2014 MINUTES:

Janie Silveria/Francoise Avery M/S/P (at last meeting on January 14, 2015)

5. PUBLIC COMMENTS:

No public present.

6. BUSINESS ITEMS:

a. Commission Duties, Goals and Responsibilities:

**** Discuss drafts of Mission & Duties Statement.**

* Draft example was handed out & will be discuss at next meeting.

* The City of Seaside Boards, Commissions & Committees Handbook was handed out.

**** Discuss meeting dates.**

* The 2nd Tuesday of the month at 5:45 pm – Sandra Gray/Paul Van deCarr M/S/P

b. Avery Gallery:

- ** Discussion of Gallery Policies and Guidelines
 - * Steven handed out three draft examples to look over and discuss at next meeting.
 - * Sarah will bring a contract to the next meeting to discuss.
 - * Discussed single person shows verses group shows.

c. Archives:

- ** Accession, release copies paperwork
 - * Discussed coming up with research, document, image request forms and permission forms and releases
- ** Handling of research and photocopy requests
 - * Scan and copy, copy to a CD or thumb drive
- ** Set up clippings collection system.
 - * Website or newspapers. Discussed who would do this.
- ** Set up sub-Committee?
 - * Michael Wildgoose, Paul Van deCarr and Janie Silveria
- ** Ideas for soliciting donations of historic papers and artifacts
 - * Website, newspaper and flyer.

d. City Tree and Flower:

- ** Plan re-presentation to Council, format, timing etc.
 - * Go over the power point & agenda from the last presentation to present it again.

e. Projects Updates:

- ** Tribute to Seaside History Show at Peace Resource Center
 - * Reception 1/30/15 from 5:00 pm to 7:00 pm)
- ** Displays for Oldemeyer lobby
 - * Cabinet display has information about the Black History Exhibit.

f. Election of Officers:

- * Michael Wildgoose – Chairman & Sandra Gray – Vice Chairman

7. WRITTEN COMMUNICATIONS:

None

8. STAFF COMMUNICATIONS:

- * Updated Commissioner contact information was handed out.
- * Seaside Required Ethics Training is due by February 20, 2015.

9. COMMISSIONER REPORTS:

- * Sandra announced the Crowns - A Hat Making Workshop will be on February 9, 2015 at CSUMB from 6:00 pm – 10:00 pm.

10. ADJOURNMENT:

The meeting was adjourned at 7:48 p.m.

Next Special Scheduled Meeting

February 10, 2015

Oldemeyer Center

Time: 5:45 p.m.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.A.

TO: Art and History Commission

BY:

DATE: February 11, 2015

SUBJECT: Review SA&HC Mission Statement

PURPOSE

RECOMMENDATION

BACKGROUND

FISCAL IMPACT

ATTACHMENTS



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.B.

TO: Art and History Commission

BY:

DATE: February 11, 2015

SUBJECT: Review Gallery Policy Draft

PURPOSE

RECOMMENDATION

BACKGROUND

FISCAL IMPACT

ATTACHMENTS



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.C.

TO: Art and History Commission

BY:

DATE: February 11, 2015

SUBJECT: City Tree and Flower: Plan Presentation to Council

PURPOSE

RECOMMENDATION

BACKGROUND

FISCAL IMPACT

ATTACHMENTS



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.D.

TO: Art and History Commission

BY:

DATE: February 11, 2015

**SUBJECT: OLDEMEYER DISPLAYS:
Decide Next Display
Backing System for Cabinet Displays**

PURPOSE

RECOMMENDATION

BACKGROUND

FISCAL IMPACT

ATTACHMENTS



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.E.

TO: Art and History Commission

BY:

DATE: February 11, 2015

**SUBJECT: Donations to Archives:
* How to solicit and process**

PURPOSE

RECOMMENDATION

BACKGROUND

FISCAL IMPACT

ATTACHMENTS



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.F.

TO: Art and History Commission

BY:

DATE: February 11, 2015

SUBJECT: UPDATES:

- * Archive Committee
- * Library Anniversary plans
- * Meeting Day and Time: change process.
- * County History Day: volunteer judge needed
- * Ethics Training deadline February 20, 2015
- * Black History Month Reception: plans and needs
- * Report on Glenda Lewman book project

PURPOSE

RECOMMENDATION

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Meeting Date: February 11, 2015