



Commissioners Present: Loretta Beavers, Harbir Bhatia, Kendra Fehrer, Niha Mathur,
Debra von Huene, Louis Samara

Staff: Christine Jung

Guests: Balraj Wilkhoo, Joy of Sewa
Diviana N, Santa Clara University
Frank Lemmon, Resident

Matters for Council Action: None.

1. Call to Order and Roll Call
 - A. Meeting called to order at 7:03PM
 - B. Moment of silence for yesterday's events in Texas.
 - C. Roll Call: All commissioners present for quorum
2. Public Presentation
 - A. None
3. Approval of October 2, 2017 Meeting Minutes. (2 minutes)
 - A. Motion to amend minutes to add guest Michelle Lum, seconded and approved unanimously.
4. Correspondence & Announcements (3 minutes)
5. Consent Calendar (2 minutes)
 - A. Updates to Note and File: Motion to approve consent calendar, seconded and approved unanimously.
 - i. Sub-committees
 - ii. External Boards and Committees
6. Ongoing Business
 - A. Current Budget Status
 - i. Staff Liaison to add a column for Estimated/Forecasted
 - B. Update from Santa Clara Sister Cities Association Representative (5 minutes)
 - i. No updates.
7. Old Business
 - A. December 1st Tree Lighting Event (5 minutes)
 - i. Parks & Recs suggested having a Cultural Commission booth partnered with Joy of Sewa instead of a solo booth for Joy of Sewa. All commissioners will volunteer throughout the evening.
 - ii. Motion to staff the booth and participate with Joy of Sewa, seconded and approved
 - iii. Sub-committee has been formed to coordinate booth. (Commissioners Fehrer and Mathur will be on the sub-committee)

- B. Update from Joy of Sewa (5 minutes)
 - i. Brief update from Balraj Wilkhoo about upcoming events in November. Wilkhoo provided handouts of descriptions/dates/time of upcoming events.
 - C. Sculpture Exhibit Theme (5 minutes)
 - i. Commissioner von Huene proposed a few themes for the sculpture exhibit. "Out of the Darkness: Lights" was the most popular choice. This will allow artists to use LED lighting for installations/sculptures.
8. New Business
- A. Presentation on Commission History and Practices – Clarence Robert Tower (<15 minutes)
 - i. Not Present
 - B. Request for Reimbursement for 6/3/16 Grupo Folklorico Los Laureles Friday Night Live Event (\$500.00) (3 minutes)
 - i. There was an issue where they were not paid last year due to a change of address. Staff Liaison has helped coordinate the issue so they will be paid for 2016 performance.
 - Motion to approve \$500 budget from last year with performance budget, seconded and approve with commentary that payment issues like this will not happen again.
 - C. Funding Application Changes (5 minutes)
 - i. Proposed changes to application:
 - Update language to say "City of Santa Clara Cultural Commission"
 - Add language to item G: Partner marketing requirements added to application (i.e., website acknowledgement, social media)
 - A3: Update verbiage: "How are they going to educate and promote deeper engagement in the arts to a more diverse audience."
 - A3: Educational & Multicultural groups
 - Motion to approve package of recommended changes A3, G, I and page 6, seconded and approved.
 - Timeline: Propose to do more community outreach so that we can have a broader reach and cultivate more organizations. Fiscal year budget is decided in February. Cultural Commission will need to have draft budget completed in January.
 - Motion to have a special meeting on December 18, 2017 to review next fiscal budget and January 8th, 2018 to review applications, seconded and approved.
 - D. Public Social in December (5 minutes)
 - i. Motion to have public social on December, 16, 2017 at 12:30pm, location TDB, seconded and approved unanimously.
 - E. Meeting Length Limitation Proposal (5 minutes)
 - i. Propose to have a 2 hour meeting limit, review agenda and unfinished items at 8:30pm prioritization for 3 months, seconded and approved unanimously.
 - F. Dissolution of Current Sub-committees and Creation of New Sub-committees and Membership (15 minutes)
 - i. Motion to dissolve all sub-committee that were in place prior to 11/6/17, seconded and approved.
 - ii. Proposed Chairs:

- Art in Public Spaces, Chalk Art, Utility Box Art Program, Halloween Competition – Commissioners von Huene and Beavers
 - Friday Night Live – Commissioners Mathur and Samara
 - Street Dance – Commissioners Samara, Mathur, and Fehrer
 - Concerts in the Park Series – Commissioner Samara
 - Cultural Commission Historian – Commissioner Fehrer
 - Commemorative Series – Commissioners Fehrer and Bhatia
 - Marketing – Commissioners Bhatia (Chair) and Mathur,
 - International Village – Commissioners Bhatia, von Huene, and Mathur
 - Community Mixer – Commissioners Bhatia and Beavers
 - Cultural Arts Fees – Commissioners Beavers, Samara, and Bhatia
- iii. Motion to create the above subcommittees for fiscal year 2017-2018, seconded and approved.
- iv. Action Item: Staff Liaison to email Frank Lemmon volunteer process paperwork.

9. Consent Items Pulled for Discussion

A. None

10. Adjournment to next meeting: Monday, December 4, 2017, 7:00 P.M.

A. Motion to adjourn meeting at 9:10pm, seconded and approved.