



Commissioners Present: Loretta Beavers, Harbir Bhatia, Niha Mathur, Debra von Huene, Louis Samara, Candida Diaz

Staff: Christine Jung

Guests: None

Matters for Council Action: None.

1. Call to Order and Roll Call
 - A. 6 out 7 Commissioners Present: Loretta Beavers, Harbir Bhatia, Candida Diaz, Niha Mathur, Debra von Huene, Louis Samara Meeting
 - B. Called to order 7:02 PM
2. Public Presentation
 - A. None
3. Correspondence & Announcements (2 minutes)
 - A. Welcome new Cultural Commissioner Candida Diaz.
 - B. Motion to make Commissioner Diaz Secretary was motioned, seconded and approved unanimously.
4. Approval of November 6, 2017 meeting minutes. (2 minutes)
 - A. Item 7 Out of the Darkness: Light
 - B. 8A: Update notes to say "Not Present"
 - C. 8B: Take out "International Village" budget
 - D. 8C: Street Dance – Samara, Mathur, Fehrer
 - E. Concerts in Park – Samara
 - Cultural Arts Fees – update typo to correct Commissioner Samara's name.
 - F. Motion to move with corrections seconded and approved unanimously.
5. Motion to add to agenda discussion for Trophy Case usage under Item 9, seconded and approved unanimously.
6. Approval of Consent Calendar (2 minutes)

The items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Council, staff, or public. If so requested, that item will be removed from the CONSENT CALENDAR and considered under CONSENT ITEMS PULLED FOR DISCUSSION.

 - A. Updates to Note and File.

- Sub-committees: Motion to approve consent calendar seconded and approved unanimously.
 - External Boards and Committees: Motion to approve consent calendar seconded and approved unanimously.
7. Ongoing business
- A. Current budget status (5 minutes)
- Staff Liaison provided an update regarding insurance requirements. There is discussion with City Attorney office to determine if we need performers for Concerts in the Park to have mandatory performance insurance.
- B. Update from Santa Clara Sister Cities Association Representative (5 minutes)
- Not present
- C. Update from International Festival sub-committee (5 minutes)
- Location: Mission College
 - Commissioner Bhatia walked us through high level details for event planning.
 - Asks from City:
 - Permit support – We will need technical drawings. If we need permits we will need to ask City Manager or City Council if they can waive costs.
 - Staff Liaison to set up a meeting with Assistant City Manager to discuss details.
 - Motion to move Friday Night Live group Xpressions from May 4, 2018 performance to May 12, 2018 during Celebrate, seconded and approved.
- D. Street Dance date and band (3 minutes)
- Commissioner Samara worked with former Commissioner Forte to do a knowledge transfer and source new performers.
- E. Update from Art in Public Places: Sculpture Competition sub-committee (5 minutes)
- Cultural Commission was unable to make announcement on stage for Indoor Sculpture Exhibition at the Tree Lighting event.
 - Motion to reimburse \$35.43 for Commissioner von Huene from the Art in Public Places budget, seconded and approved.
 - Staff Liaison to check with UPS for marketing costs and allocate it from Art in Public Places and Supplies/Misc. budgets.
 - Motion to allocate \$1,500 for marketing and promotional support for Art in Public Places from the Arts in Public Places budget, seconded and approved.
8. Old business
- A. Halloween sub-committee wrap-up and dissolution (5 minutes)
- Lessons learned has been captured for next year and is in Google archive.
 - Motion to dissolve Halloween sub-committee seconded and approved.
- B. Tree Lighting event update (5 minutes)
- The event had a great turn out but it was hard to have conversations at our joint booth due to space limits and crowds. Joy of Sewa had high participation for the children's ornament peace tree and turban tying.
 - Next year this may not be the right event for Cultural Commission to showcase programming. Even though there is a great turn out it's hard to have meaningful conversations to discuss programs/opportunities at the booth.
- C. Update from Joy of Sewa (5 minutes)
- JOS tied approximately 150 turbans throughout the event.
 - Christmas ornaments for the peace tree was busy throughout the night.

- D. Dissolve 2017 Utility Box sub-committee (2 minutes)
 - Motion to dissolve utility box sub-committee, seconded and approved.

- 9. New Business
 - A. Presentation on Commission History and Practices - Clarence Robert Tower (<15 minutes)
 - Not present
 - B. December 16 Public Social logistics (10 minutes)
 - The Special Meeting will be held at Machado Park.
 - C. Event evaluation form (5 minutes)
 - Commissioners Mathur and Fehrer will email form to Chair Beavers.
 - D. Presentation to Council on December 19
 - Chair Beavers will be presenting at the City Council meeting.
 - E. Trophy Case Displays at City Hall
 - The trophy cases at City Hall are currently taking applications for 2018. The Sculpture Exhibit is a possibility for January and March/April for other events. Staff Liaison will check the availability of the cases for the requested month. This item will be tabled for December 19, 2017.

- 10. External Boards and Committee Meetings/Events
 - A. Santa Clara Marketing Committee
 - December meeting cancelled.
 - B. Santa Clara Sister Cities
 - Winter Potluck, December 10, 5-7 p.m.
 - C. Triton Museum
 - Winter Wonderland Member Appreciation Party, December 7 @ 6:00 p.m.
 - D. Santa Clara Shabbat will be held at Whole Foods on Sunday, Dec 17, 2017.

- 11. Consent items pulled for discussion
 - A. Next Cultural Commissioner meeting is Tuesday, Dec 19 2017, 7:00p.m. for budget planning

- 12. Adjournment to next meeting: Saturday, December 16, 2017, 12:30 p.m., Machado Park
 - Motion to adjourn meeting at 8:38PM, seconded and approved.