



ARTS COMMISSION  
**Agenda**

ARTS COMMISSION  
Thursday, March 5, 2020  
9:00 a.m. to 12:00 p.m.

City Council Chambers  
1200 Carlsbad Village Drive  
Carlsbad CA 92008

1. **Call to order**
2. **Roll call**
3. **Approval of minutes for the February 6, 2020 Arts Commission regular meeting**
4. **Public comments**
5. **Recognition of Commissioner Joan Markovits**
6. **Community Arts Grants FY2020-2021 cycle**
7. **City budget cycle update**
8. **Introduction of Robyne Robinson, Public Art Coordinator**
9. **Chair report**
10. **Cultural Arts Office report**
11. **Commission comments**
12. **Adjournment**

**NOTICE TO THE PUBLIC**

1) The Arts Commission will adjourn its meeting no later than 12:00 pm. 2) When you are called to speak, please state your name and address. **PUBLIC COMMENT:** If you desire to speak about an item not listed on the agenda, a "Time Reservation Request" form should be filed with the Secretary. A total of 15 minutes is provided for the Public Comment portion of the Agenda. Speakers are limited to three (3) minutes each. In conformance with the Brown Act, no action can occur on items presented during Public Comment. **ALL OTHER CATEGORIES:** For all other agenda items, a "Request to Speak" form must be filed with the Secretary before the item is announced.



## ARTS COMMISSION Minutes

MEETING OF: CARLSBAD ARTS COMMISSION MEETING  
DATE OF MEETING: Thursday, Feb. 6, 2020  
PLACE OF MEETING: City Council Chamber  
1200 Carlsbad Village Drive, Carlsbad, CA 92008

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**CALL TO ORDER:** Chair Laurenn Barker called the meeting to order at 9:02 a.m.

**ROLL CALL:** Commissioners Barker, Chamberlain, Jadhav, Markovits, Schmidt, Snyder, and White.

**STAFF PRESENT:** Richard Schultz, Cultural Arts Manager  
Karen McGuire, Curator  
Nicole Bagley, Curatorial Assistant  
Laurette Garner, Community Arts Coordinator  
Megan Gilby, Community Arts Coordinator  
Jennifer Davidson, Senior Office Specialist  
Daisy Hernandez, Senior Office Specialist  
Mimi Kim, Administrative Assistant

**APPROVAL OF MINUTES:**

Minutes of the Art Commission meeting of Dec. 5, 2019  
Approved, 6/0/0/1 (Jadhav-abstain)

**PUBLIC COMMENT:** None.

**ART EDUCATION PRESENTATION:** Community Arts Coordinator Laurette Garner presented an overview of her experience at The Conference for Community Arts Education last fall in Austin, Texas. She also reviewed the current educational focus and strategies utilized by Cultural Arts staff, as well as providing an update on current Cultural Arts programs.

**ARTS COMMISSION GALLERY PREVIEW:** William D. Cannon Gallery Curator Karen McGuire and Curatorial Assistant Nicole Bagley previewed the 2020-2021 schedule including national touring and local-focused exhibits.

**CHAIR REPORT:** Chair Barker reminded the Commissioners that the Americans for the Arts economic study is conducted every five years. After a brief discussion, the Arts Commissioners agreed that data from a future report would be helpful to convey the importance of the arts to the business community and in pursuing potential new funding for Cultural Arts events and programs.

**CULTURAL ARTS OFFICE REPORT:** Manager Schultz introduced the new Senior Office Specialist Daisy Hernandez. He briefed the commissioners on a variety of topics: The Feb. 18<sup>th</sup> start date of the city's first Public Arts Coordinator, upcoming Cultural Arts events, postponement of the Schulman Auditorium audio update, installation of Carlsbad artist Jason Markow's new mural at the Cole Library beginning Feb. 15<sup>th</sup> and the selection of search company Bradbury Miller to assist with the recruitment of a new Library and Cultural Arts Director. In the midst of the ongoing construction at City Hall, the Arts Commission agreed to continue meeting in Council Chambers.

**COMMISSIONER COMMENTS/ANNOUNCEMENTS:** Commissioners shared the highlights of their participation and attendance at local arts events and programs. Commissioner Snyder cited his efforts with local community members to restore a mural in the Barrio neighborhood that reflects the presence and pride of the Hispanic community.

**ADJOURNMENT:** Vice-chair Snyder made a motion to adjourn the meeting at 10:26 a.m.

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Daisy Hernandez  
Senior Office Specialist



# Staff Report

<b>Meeting Date:</b>	March 5, 2020
<b>To:</b>	Carlsbad Arts Commission
<b>From:</b>	Richard Schultz, Cultural Arts Manager <a href="mailto:richard.schultz@carlsbadca.gov">richard.schultz@carlsbadca.gov</a> or 760-602-2086
<b>Subject:</b>	<b>Community Arts Grants FY2020-21 Cycle</b>

### Recommended Action

No action needed.

### Executive Summary

This report previews the upcoming Community Arts Grants cycle.

### Discussion

The Community Arts Grants FY2020-2021 cycle launches March 9. Pending approval by the City Council as part of the annual budget cycle, funding may increase by 10% from \$88,000 in FY2019-2020 to \$96,800. The funding period will align with the city’s fiscal year, as well as the traditional arts season and local schools’ academic year. The grant subcommittee, comprised of Commissioners Schmidt and Chamberlain, met with staff on Thursday, February 28<sup>th</sup> to review the guidelines including the following timeline:

- March 9, 2020                      Application posted and available at [www.carlsbadca.gov/artsgrants](http://www.carlsbadca.gov/artsgrants).
- March 16                              Dates available to schedule one-on-one sessions with grant program staff through April 17
- March 24                              Information Session in Gowland Meeting Room at Dove Library, 1775 Dove Lane, Carlsbad CA 92011
- April 8                                  Application review submission deadline. All review feedback will be completed by April 15
- April 20                                  Deadline for applications for the CAG 2021 cycle must be submitted electronically by 4 p.m.
- Week of June 22                      Submitted materials are reviewed and scored by a peer panel consisting of local and regional artists and arts professionals. The panel will create a funding plan for review and final approval by the Carlsbad Arts Commission
- Aug. 6                                    Funding plan presented to Arts Commission for review and approval
- Week of Aug. 10                      Notification and awardee agreements packets will be sent to all applicants.
- Sep. 2020                                First payments of awards disbursed upon execution of agreements
- Sep. 2020 - Aug. 2021              Projects commence. All grantees must complete a Final Report within 30 days of program end date to receive the final payment of award.

### Fiscal Analysis

No additional city funding is being requested at this time.

**Next Steps**

None.

**Public Notification**

This document was noticed in accordance with the Ralph M. Brown Act (California Government Code Section 54950 et. Seq.), published and distributed at least 72 hours prior to the meeting date and time.

**Exhibits**

None.



# Staff Report

<b>Meeting Date:</b>	March 5, 2020
<b>To:</b>	Carlsbad Arts Commission
<b>From:</b>	Richard Schultz, Cultural Arts Manager <a href="mailto:richard.schultz@carlsbadca.gov">richard.schultz@carlsbadca.gov</a> or 760-602-2086
<b>Subject:</b>	<b>City Budget Cycle Update</b>

### **Recommended Action**

No action needed.

### **Executive Summary**

This report previews the timeline for the city’s budget cycle.

### **Discussion**

The city is currently in the midst of its annual cycle to create and approve the FY2020-2021 budget. The following timeline details the highlights:

- Jan. 21 Citizen’s Budget Workshop (Includes both operating & capital budgets)
- Feb. 21 City departments submit budget forms to Finance
- April 2 Present budget submission to Arts Commission including Arts & Culture Master Plan
- April 7 City Council update on Arts & Culture Master Plan to obtain budget direction
- April 14 Public City Council Workshop – Financial Outlook/Spending Priorities
- April 22 Present budget submission to Library Board of Trustees for concurrence
- May 19 Public CIP & Operating Budget Workshop w/ City Council
- June 23 Public Hearing/Budget Adoption by City Council

### **Fiscal Analysis**

No additional city funding is being requested at this time.

**Next Steps**

None.

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**Exhibits**

None.