



Town of Tiburon Heritage & Arts Commission  
1505 Tiburon Boulevard, Tiburon, CA 94920  
415-435-7373

**MINUTES - PENDING  
HERITAGE & ARTS COMMISSION  
May 24 - Town Hall Conference Room - 6:30 p.m.**

- I. Call to Order – 6:36PM**
- II. Roll Call – Chair Hall, Vice Chair de Quattro, Commissioners: Cohan, Smith, Amir**
- III. Oral Communications - None**
- IV. Minutes – April 26, 2015 – Motion: de Quattro/2<sup>nd</sup>: Amir**
- V. Oath was administered by Chairwoman Hall to new Commissioner Lily Smith**
  
- VI. Treasurer’s Report**

**General Fund  
Special Fund**

**VII. Invitee presentations and discussions:**

- **Jim Wood – Trestle Berm upgrade at Blackie’s Pasture – Jim presented detailed plans for the project, cost projection, and fund-raising efforts which will kick-off on May 27 at FNOM. Project hopes to**
- **Discussion: Joan Bergsund, Landmarks – Joan was invited by the commission to find if there was any common ground for collaboration between H&A and the Landmarks. Joan commented on H&A past events, asking about possible repeats. The underutilization of the Art & Garden Center for actual art events was mentioned, along with the possible collaboration on the Plein Aire project. Jaleh Etemad, Artist Laureate, said that she had staged past class projects there but that the sticking point is finding an available time as the location is being used regularly for a variety of other events such as weddings. The possible collaboration on music, i.e. concerts currently held at Saint Hilary’s was discussed. Commissioner Smith brought up the very successful in-home concerts being held by Ruth Kahn “Music of Marin”. It was suggested that she be approached for collaboration with Landmarks and H&A to combine concerts. Joan Bergsund ended by saying that ultimately H&A would have to reach out to the Landmarks Board of Directors for further collaboration discussion.**
- **Jaleh Etemad, Artist Laureate – Project update on Artist Laureate special project/exhibition – Sept/Oct. 2016: 27 Townspeople interviewed to create a written memorial plus photo. She then gave the progress to date in creating the booklet that will come out of the exhibit, citing her possible fund raising prospects. Due to the high cost she is encountering, Commissioner de Quattro suggested he work with her to explore the world of on-line publishing and on-demand printing. Jaleh put forth her request to receive monetary support above and beyond the actual project allowance to help with food & drink at the reception, a banner, and advertising/marketing. It was generally agreed that would not be a problem. Date for actual reception is still undetermined. To be set at June 28 meeting.**

### **VIII. Artist Recruitment - New Artists for Exhibition**

(At each meeting, any Commissioner may present art work for consideration for future exhibits. Once approved by the group, the individual's samples will be turned over to one of the Artist Recruiters for scheduling and processing.)

- a. **Banners- Art Exhibitions at Blackies Pasture: Staff report: Cost & Labor – after review of current practice: Dave Gotz of Landmarks has historically designed and ordered all banners to this point; it was suggested that a better alternative would be a generic banner, to be used for all artist receptions. Commissioner Smith volunteered to create a design and present on June 28.**

### **IX. Old Business**

- a. **Art Educator Award – Wrap-up and review of event: Liaison Pickett gave final cost of event: \$829.33 (savings of \$570.03 over 2015).  
The idea of including all educators, teaching all age groups, not just those indicated in the nomination packet, was put forward. The commissioners were pretty strongly opposed to moving beyond the youth designation, but agreed to take up the question upon project start in 2017.**
- b. **Approve all revisions and adopt:**
  - **Exhibition Coordinator's Guide: Adopted with the following changes:  
-Step 2: Public viewing times in Community Room to be changed to: Mon 12-5:30/Tue 8:30-11 & 1-5:30/Wed 12-5:30/Thur 11:30-1 & 4-5:30  
-Remove entire Step 7 and replace with:  
Banner will be displayed on Tiburon Blvd.  
Motion: Amir/2<sup>nd</sup> de Quattro**
  - **Artist Policy & Procedures: Adopted as shown.**
  - **Proposal to Town Council: to change the name of the Community Room to "The Peggy Curran Community Gallery". This received a positive nod from the commissioners. Proposal will be presented through the necessary channels to the Council for approval.**
- c. **Update "Summertime on Main" – Commissioner Amir confirmed this event has been dropped and replaced with Farmers Market on Main – H&A, as of now, has no intention of being involved. That may change.**
- d. **Establish date for Heritage Preservation Award: Oct. 19**
- e. **Brochure – Update – Commissioner de Quattro: All brochure boxes are empty – Decision taken to spend remaining \$ in general fund (after current expenses: leaving approximately \$600) on as many brochures as possible – same brochure as used on last print. Motion: Amir/2<sup>nd</sup> Hall.  
De Quattro and Smith are working on a redesign and will have a proposal ready by the next meeting, June 28. Smith proposed that in order to save \$, her graduate students could take on the design as a project. De Quattro argued that students shouldn't be engaged unless the project was offered through professional channels to all bidders. It was decided this decision would be left to the June 28 meeting. De Quattro also presented the new QR Code stickers he has put on all the boxes.**

### **X. Adjournment - 8:07PM**

## GENERAL PUBLIC INFORMATION

### ASSISTANCE FOR PEOPLE WITH DISABILITIES

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### AVAILABILITY OF INFORMATION

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Upon request, the Town will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least 5 days before the meeting. Requests should be sent to the Office of the Town Clerk at the above address.

### PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge any proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Town Council at, or prior to, the Public Hearing(s).

### TIMING OF ITEMS ON AGENDA

While the Town Council attempts to hear all items in order as stated on the agenda, it reserves the right to take items out of order. No set times are assigned to items appearing on the Town Council agenda.