



TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION REGULAR MEETING
JULY 19, 2023
100 VILLA AVE. LOS GATOS, CA 95030
LIBRARY CONFERENCE ROOM
4:00 P.M.

Maureen Cappon-Javey, Chair
Anne Lamborn, Commissioner
Bent Jensen, Commissioner
Cristiano Colantoni, Commissioner
Dornaz Memarzia, Commissioner
Gwyneth Pang, Youth Commissioner
Thomas Spilsbury, Commissioner

This meeting will be held in-person at the Los Gatos Library at 100 Villa Ave. Members of the public may only provide public comments for the agenda item in-person.

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you are interested in providing oral comments during the meeting, you must attend in-person and complete a “speaker’s card” and return it to the staff liaison. If you wish to speak to an item on the agenda, please list the item number. The time allocated to speakers may change to better facilitate the meeting. You are welcome to submit written comments via email to rbaker@losgatosca.gov.

Public Comment During the Meeting:

- When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Town meeting.
- Speakers at public meetings will be asked to provide their full name and to state whether they are a resident of the Town of Los Gatos. This information is optional and not required.

Deadlines for Public Comment and Presentations are as follows:

- If you are unable to participate in person, you may email rbaker@losgatosca.gov with the subject line “Public Comment Item #_” (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to Commission must provide the comments as follows:
 - For inclusion in the regular packet: by 11:00 a.m. the Friday before the meeting
 - For inclusion in an Addendum: by 11:00 a.m. the Monday or Tuesday before the meeting
 - For inclusion in a Desk Item: by 11:00 a.m. on the day of the Meeting
- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email to rbaker@losgatosca.gov, to the by 3:00 p.m. the day of the meeting.

RULES OF DECORUM AND CIVILITY

The purpose of the meeting is to conduct the business of the Town in an effective and efficient manner. For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Town meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and in the Town Code.

The Town does not tolerate disruptive conduct, which includes but is not limited to:

- addressing the Commission without first being recognized;
- interrupting speakers, Commission or Town staff;
- continuing to speak after the allotted time has expired;
- failing to relinquish the microphone when directed to do so;
- repetitiously addressing the same subject.

Town Policy does not allow speakers to cede their commenting time to another speaker. Disruption of the meeting may result in a violation of Penal Code Section 403.

MEETING CALLED TO ORDER

ROLL CALL

INTRODUCTION OF NEW COMMISSIONERS

STAFF LIAISON REPORT

COMMISSIONER REPORTS

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Adopt the minutes of the April 19, 2023 Special Meeting.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Select Commissioners to serve as Community Grant raters.
3. Select new Vice Chair for remainder of 2023.
4. Presentation and discussion with SVCcreates regarding partnership next steps.
5. Discuss Commission work goals and possible uses for Council allocated funds.

ADJOURNMENT

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]



**TOWN OF LOS GATOS
ARTS AND CULTURE
COMMISSION MEETING**

MEETING DATE: 07/19/2023

ITEM NO: 1

**DRAFT
Minutes of the Arts and Culture Commission Special Meeting
April 19, 2023**

The Arts and Culture Commission conducted a Special meeting in person on Wednesday, April 19, 2023 at 4:30 p.m.

MEETING CALLED TO ORDER AT 4:30 p.m.

ROLL CALL

Present: Vice Chair Mahbouba, Commissioner Jensen, Commissioner Lamborn, Commissioner Spilsbury, Youth Commissioner Pang

Absent: Chair Cappon-Javey

Also Present: Staff Liaison Baker, Town Admin Analyst Young

COMMISSIONER REPORTS

None.

CONSENT ITEMS

1. Adopt the minutes of the February 15, 2023 meeting.

MOTION: Motion by Commissioner Spilsbury to approve the Consent Items. Seconded by Commissioner Lamborn.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

No verbal communication given.

OTHER BUSINESS

2. Adopt a resolution to set the time and location for future regular meetings.

MOTION: Motion by Commissioner Spilsbury to adopt a resolution for future meetings to be held at 4:00 p.m. on the third Wednesday of each month at the Library. Seconded by Commissioner Lamborn.

VOTE: Motion passed, all in favor

3. Discuss elements of the Town's Equity, Diversity and Inclusion Plan.

Town Admin Analyst Young presented the draft reports and consultant findings for the Town's Equity, Diversity and Inclusion plan. The commission discussed and gave feedback to be incorporated and reviewed at a later date.

4. Discuss the retention timeframe for display of children's footbridge art.

The Commission discussed and had a consensus that all Commissioners should visit the footbridge prior to additional discussion.

ADJOURNMENT

The meeting adjourned at 5:35 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the April 19, 2023 meeting as approved by the Arts and Culture Commission.

Ryan Baker, Library Director



TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT

MEETING DATE: 07/19/2023

ITEM NO: 2

DATE: July 19, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Select Commissioners to Serve as Community Grant Raters

RECOMMENDATION:

Select Commissioners to Serve as Community Grant Raters.

BACKGROUND:

The Town's Community Grants are a competitive process with applications being read and rated by two members of the Community Health and Senior Services Committee and two members of the Arts and Culture Committee.

Raters work independently using a standardized scoring rubric to score the applications. This process will take place the week of July 24th and July 31st for Community Grants, and the week TBD is September for Innovation Grants.

PREPARED BY: Ryan Baker
Library Director

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**TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT**

MEETING DATE: 07/19/2023

ITEM NO: 3

DATE: July 19, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Select a New Vice Chair for the Remainder of 2023

RECOMMENDATION:

Select a new Vice Chair for the remainder of 2023.

BACKGROUND:

The Vice Chair position for 2023 was previously held by a youth commissioner that is no longer serving with the ACC. A new Vice Chair should be selected from the current sitting Commissioners.

PREPARED BY: Ryan Baker
Library Director

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TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT

MEETING DATE: 07/19/2023

ITEM NO: 4

DATE: July 19, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Presentation and Discussion with SVCcreates Regarding Partnership Next Steps

RECOMMENDATION:

Presentation and discussion with SVCcreates regarding partnership next steps.

BACKGROUND:

SVCcreates is a County-regional non-profit arts organization. The Town Council approved a Letter of Agreement with SVCcreates to work in partnership with the ACC. SVCcreates will be giving an overview of their organization, arts opportunities, trainings, and resources. The Commission may use this opportunity to solidify next steps for a fruitful partnership.

Attachments:

1. Letter of Agreement with SVCcreates and the Town of Los Gatos approved by Council

PREPARED BY: Ryan Baker
Library Director

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Memorandum of Understanding
A statement of intention
between SVCCreates and Los Gatos
from January 2023 through December 2027

Setting the Stage: SVCCreates is a regional non-profit on a mission to build the capacity of Silicon Valley's arts and culture ecosystem, raise the visibility and voices of our creative sector and increase access to the arts for high need communities. The Town of Los Gatos has a population of about 32,000 and is nestled at the base of the Sierra Azules in the southwestern portion of Santa Clara County.

We are entering this partnership with a shared appreciation for the value of the arts to our community and an awareness of our region's unique qualities and corresponding challenges and opportunities.

Santa Clara Valley Context: We live in a broadly diverse county – spanning from a tech centric Palo Alto to the north to the urban core of San Jose to the rural hills of Gilroy and everything in between. Our dynamic “start-up” culture changed the world through technology and innovation. Iconic Silicon Valley became a global economic force and the envy of many regions by creating an abundance of highly skilled jobs, fueling extreme wealth and attracting talent from across the globe. This unparalleled success, however, has come with a cost. It has strained our transportation systems, driven up housing costs and widened the income gap which in turn has made recruiting and retaining talent difficult. Living in Santa Clara County is challenging, especially for those who are not part of the tech-employed workforce.

These factors are exacerbated by: 1) 90% of our philanthropic giving that leaves our region; 2) a transient workforce that weakens our collective attachment to place; 3) a suburban development pattern that divides us; 4) the opportunity and complexity of a broadly diverse population; and 5) the challenges of navigating the impacts of digital culture first.

To varying degrees, these challenges impact everyone who lives and works in Silicon Valley but they are magnified for the creative sector trying to: 1) retain an artist community; 2) find affordable creative spaces for the arts; 3) serve multicultural arts audiences; 4) create a sense of place; and 5) build community through the arts.

Importance of the Arts: While we acknowledge that arts and culture are not the “main event” in Silicon Valley we stand firmly behind its value to the health and well-being of our community. The arts have the power to heal and transform our lives. The arts drive social change. The arts preserve cultural heritage and connect us to our humanity and to each other. The arts help shape and define our community and drive small business activity. The arts fuel creativity, innovation and self-expression. And the arts are integral to the healthy development of our children.

The sector's contribution comes at a time of a racial reckoning, pandemic exhaustion, the challenges facing our democracy, the weaponizing of immigrants, and negative impacts of social

media to our children and society. The arts can be part of the solution. And our sector challenges highlight the need for us to work together, to leverage the assets that we have and to ensure that each unique community benefits from the power of the arts.

Partnership Goals:

- Leverage SVC resources and civic and cultural assets within each community to strengthen the arts.
- Raise local awareness and support for the arts.
- Build a region wide network of arts advocates for private, state and federal investment in the arts.

Guiding Principles:

- Each town, village and city in Santa Clara County has its own unique characteristics, priorities and aspirations.
- Knowledge about our local arts and cultural ecosystem informs public policy and local investment in the arts.
- We embrace the innovative and entrepreneurial spirit and multicultural community of Silicon Valley and seek to leverage what we already have.
- A regional network of civic leaders who care about the arts strengthens our ability to advocate.
- An equity lens helps us to prioritize our efforts

Partnership Responsibilities:

SVC creates agrees to:

- Deepen our understanding of Los Gatos' cultural sector through research, interviews and engagement.
- Customize a suite of SVC program and initiative offerings for Los Gatos based on interest, available resources and the unique needs of the community. Examples include:
 - Operating, project or access grants for local arts organizations
 - Workshops, conferences, roundtables, leadership training, coaching and peer support for arts leaders
 - Artist or leadership features across Content Media Platform
 - Networking events for civic and arts leaders and local creatives
 - County Poet Laureate and Content Emerging Artist nominations
 - ArtsEdConnect teacher grants for k-12 arts education
 - Fiscal agency in support of fundraising efforts for the arts.
- Share arts ecosystem research. This includes copies of The Business of Arts and Culture publication and Civic Leadership Briefings upon request.
- Provide Content Magazine subscriptions to city staff liaison and elected officials.
- Invite designated arts and civic leaders from Los Gatos to SVC events, workshops and convenings.

Los Gatos agrees to:

- Designate a contact person for SVC from the Town of Los Gatos.
- Co-create customized approach to serving arts community within Los Gatos.
- Promote SVC program opportunities to Los Gatos artists and arts organizations through city communication channels.
- Host an Arts and Civic Leadership Briefing on the Business of Arts and Culture.
- Be open to public policy proposals and debates impacting the arts.
- Help to find any “unmapped” artists or arts organizations within your community that might benefit from SVC resources.
- Identify any private or institutional funding candidates for the arts within Los Gatos.
- Consider local “matching funds” when opportunities are presented.

SVCcreates Leadership

Name:

Connie Martinez, CEO SV Creates

Title

Los Gatos Leadership

Name:

Title

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TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT

MEETING DATE: 07/19/2023

ITEM NO: 5

DATE: July 19, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Discuss Commission Work Goals and Possible Uses for Council Allocated Funds

RECOMMENDATION:

Discuss Commission work goals and possible uses for Council allocated funds.

BACKGROUND:

Work goals

The ACC may wish to identify and select new work goals for the year.

Work goals that are *already* on the ACC's calendar include:

- Gateway locations and color schemes
- Selection vote for the Out of the Box program

Work goals that should be considered within this year based on the Arts Plan presented to Council in February of 2023 include:

- Creating guidelines and workflow for administering the Percent for Arts program
- Creating guidelines and procedures for seeking donations for public arts projects
- Seeking grant funding opportunities

Additional ideas for work goals may be discussed and selected.

The Chair may assign task force committees for work goals consisting of less than a quorum of commission members and no non-commission members. Task force committees may only be assigned by the Chair and cannot be formed by legislative action.

PREPARED BY: Ryan Baker
Library Director

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SUBJECT: Discuss Commission Work Goals and Possible Uses for Council Allocated Funds

DATE: July 19, 2023

Council allocated funds

The Council has allocated \$2,500 each to six separate commissions to support their work. Funds may be used for supplies, printing, or sundry costs associated with a project, work goal, or outreach done by the ACC. The ACC may wish to include discussion of these funds as part of the discussion of work goals, although it is not necessary to allocate specific spending at this time.