

City of Daly City  
*Regular Meeting*  
**ARTS AND CULTURE COMMISSION**

Tuesday, November 10, 2015 – 6:30 p.m.  
Administrative Conference Room – 3<sup>rd</sup> Floor, City Hall  
333 – 90<sup>th</sup> Street, Daly City, CA 94015

For those wishing to address the Arts and Culture Commission on any Item on the Agenda or under Public Appearances/Oral Communications, please complete a Speaker Card located at the entrance to the Administrative Conference Room and submit to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the Department of Library and Recreation Services as soon as possible prior to the meeting.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

October 13, 2015

DISCUSSION ITEMS

1. Daly City Photo Contest Reception

(Fong-Martinez)

COMMISSIONER REPORTS

PUBLIC COMMENT

Speakers are limited to two minutes, unless modified by the Commission Chair. The Commission cannot take action on any matter raised under this item.

NEXT MEETING

ADJOURNMENT

***AVAILABILITY OF PUBLIC RECORDS:***

*All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333-90<sup>th</sup> Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.*

Arts and Culture Commission  
Tuesday, October 13, 2015

Draft  
MINUTES

Commissioners Present:

Pauline B. Fong-Martinez  
Norman J. Rizzi  
Nancy G. Rodriguez  
Dorie Paniza  
Manifou Liaiga-Anoa'I

Staff Present:

Julie Thuy Underwood (Asst. City Manager)

The Commission commenced the meeting at 6:30pm with roll call. The minutes for September 8<sup>th</sup> meeting was approved.

Daly City Photo Contest Reception

The Commission spent the meeting reviewing the tasks and activities surrounding the Photo Contest Reception, including the following:

- Julie sent out letters to the winners and participants. We already received RSVPs from some of them.
- Manifou was able to get Woodrow Wilson Students (violin group) to perform at the event.
- Shura Taylor, a San Francisco State Alum and Daly City resident, will also perform.
- Food will include: wine, water, coffee, cheese, crackers, cupcakes, chicken wings, cookies, fruits and vegetables.
- Everyone was encouraged to bring solicit volunteers to help with pick up and organize the food (Norman and Manifou's daughter can help pick up food and Nancy, Dorie and Manifou can help set up food).
- All of the participants will get certificates of recognition.
- Program: please send out names of performers, contributors, and any other participants, etc. who you wanted listed on the program. Julie will draft a program for everyone to review in advance. The violin group will open and play at 7:00 pm and they will perform for about 5 minutes (2-3 songs). Then Mayor Buenaventura and Pauline Martinez-Fong will say a few words. Then they'll introduce the contest winners and other participants.
- Pauline will invite her friend to take pictures; Dorie will ask a FilAm Newspaper Photographer to also take pictures; and Nancy will ask a photography student.
- The City received a \$100 donation from the Daly City Host Lions Club for the event.

- Survey: What questions do we want to ask guests about Arts and Culture? Use butcher paper for people write down their comments.

Dear Daly City Resident: What do you envision for Arts and Culture in Daly City?

Chamber Music      more photo exhibitions      Public Art

Wine Festival      b-boys contests      rap poetry

More arts programming in schools

How do you think we can bring these things about?

Parking Lot: These are issues that came up to be discussed in the future.

- Christmas Displays
- “Pop-up” Art
- Empty shops in Serramonte or 88 Hillside and use windows to display art
- Spring Art Event

Announcements:

- Manifou mentioned that the San Mateo Commission on the Status of Women is seeking nominations for the Hall of Fame or the Young Women of Excellence Award – the deadline is Nov. 30.

The meeting adjourned at 8:30 pm.

## DALY CITY PHOTO CONTEST RESPONSIBILITIES

<u>Responsibility</u>	<u>Assigned to</u>	<u>Due Date(s)</u>	<u>Notes</u>
<b>Reception Date</b>			
Confirm reception dates - Nov 5th, 12th or 19th?	Julie	DONE	DONE Reception is on November 12, 2015 from 6:30 - 8:30 pm.
Set itinerary	all at August mtg	DONE	Light refreshments, a few short speeches, recognizing contest winners, minimal performances, shall we put out a book for people to make comments and share what they envision for future arts and culture in Daly City?
Invite contest winners?	Julie	DONE	
<b>Photo Display</b>			
develop budget get pricing for mount boards and label production	Pauline	DONE	Pauline will handle photos reproduction.
Photo Contest Prizes	Joseph		Need to get them from Serramonte Mall
Photo Contest Certificate of Recognition to each Contestant	JULIE	DONE	Each contestant will receive a certificate signed by each councilmember
<b>PR</b>			
E-newsletter - Daly Wire	all at August mtg	DONE	feature in Oct and Nov Daly Wire
newsletter contribution - Daly News	Pauline	DONE	feature in Fall issue of Daly Wire (frontpage); frontpage of website
Eventbrite set-up	Pauline	<b>DONE</b>	Need commissioners to review/edit, and Pauline will make live. Need to determine if we can accept donations.
<b>Food/Bev donations</b>			
coffee will be provided by City.	Joseph		need volunteer to handle before event
send out solicitations and secure donations	Nancy and Julie		Dorie will help. Letter provided by Julie; donations received from Daly City Host Lions Club, Trader Joe's
wine donation	Julie		City has 6 red from previous event
develop and approve final budget	all at Sept & Oct mtg		

