



Regular Meeting of the Municipal Commission on Arts & Letters  
City of University City  
May 12, 2016

**Members Present:**

Garrie Burr, Fred Fehr, Melcine Henderson, Felicia Hickman, Lawanda Hinton, Marian Reed, Barbara Romero, Barbara Santoro, Bwayne Smotherson, Winnie Sullivan, Wilmetta Toliver-Diallo, Myra Vandersall, Kay Watts

**Excused:** Stephanie Schlaifer, Nicole Thomas

**Staff Liaison:** Lynda Euell-Taylor

**Council Liaison:** Shelley Welsch

The meeting was called to order at 7:07 by President, Garrie Burr.

**Minutes from April 14, 2016.** Ms. Vandersall moved approval, Ms. Sullivan seconded, approved unanimously

New commissioners Lawanda Hinton and Richard Massey were introduced. Mr. Massey has yet to be sworn in.

**Citizen Comments:** Judy Prange (U. City in Bloom) gave us details of the Plein Air Art which will be held at Civic Plaza and Lewis Park on September 18<sup>th</sup>. Artists will work during the day, work will be juried. Cocktails will be served at Centennial Commons that evening during a silent auction. UCIB is asking for our help with publicity, social media artists' contact, volunteers for set-up and a library display.

**Treasurer's Report:** 1) Ms. Sullivan presented the financial summary through April 30, 2016. 2) She reported that the Arts & Letters budget will be broken out from the Cent Com budget. It will be increased to a total of \$20,000/year (an increase of \$11,000). 3) The RAC application was submitted. Ms. Sullivan will attend the review after which applications are ranked. 4) Levy family guidelines are yet to be finalized. We have their statement, and an interest-bearing account will be required. The treasurer's report was accepted unanimously on a motion by Ms. Henderson, second by Mr. Fehr.

**Staff Liaison Report:** Contracts and checks are being completed for Starlight entertainment. A new roster was passed out for corrections, and badges will be ordered for new commissioners.

**Council Liaison Report:** no report in absence of liaison

**Committee Reports**

- Community Visuals – Mr. Burr (chair) thanked all for their attendance and help at the Sculpture reception. He attended the final artists' reports and is beginning planning with Noah Kirby for next year's series.
- Finance – No report
- Literary – Ms. Sullivan (chair) announced that the committee has begun a wide-ranging discussion of the October Lit in the Lou. Children's activity locations will be split or together. They will apply to the UCSD for a school site. UCSD and UC Public Library will

be involved with art and literary activities; a gala will be a possibility. There will be an evening pub crawl for adults, at various locations and with various authors.

- Marketing – Ms. Vandersall discussed future fundraising possibilities. The staff liaison has received and forwarded MSW’s timeline for ROARS, and we will also ask for their dissemination list. Ms. Vandersall is updating the media contact list and will help to publicize Lit in the Lou. The committee would like to proofread copy from all outgoing media reports.
- Photo Show – Mr. Fehr plans a meeting shortly; more information may be requested from Ms. Romero
- Policies & Procedures – The draft will be presented to the executive committee and then the full commission when completed
- Returning Artist – Ms. Watts would welcome a couple of new members. She is currently considering venues.
- Starlight Concerts – Ms. Henderson announced that she is working with Ms. Euell-Taylor to finalize contracts. Youth Day on June 4 has been canceled. The first concert will be on June 6, the last on August 15. Help is needed at each concert, especially on the more popular nights. Two helpers per night would be ideal for selling raffle tickets and manning the information table. Ms. Euell-Taylor will send updated schedules.

**Old Business:** For Fundraising (Ms. Vandersall, Ms. Watts, the Marketing Committee) – all commissioners need to commit to making it a success, we need a specific purpose and event. Suggestions have been made: Bracelets to be sold, benefit by local musician, non-event, paint-and-sip. Our mailing list needs to be updated before fundraiser. The discussion will continue at June meeting. Commissioners should think about taking advantage of a Community Arts Training program through RAC, specific needs for funds, how to supplement the general fund.

Rain Man update – Matt Belz has been assigned to review our relevant documents and give a legal opinion as to ownership of the work. The opinion will be shared with the executive committee and the commission as a whole.

**New Business:** No new business

**Other Business:** 1) Fair U City, the first Starlight Concert, and the first movie in the park are coming up in June. 2) Richard Neitzel, of Ms. Sullivan’s press, is giving a reading on 5/17 at 7 p.m.

**Adjournment** – The meeting was adjourned at 8:40 p.m.