



AGENDA

EL SEGUNDO ARTS & CULTURE ADVISORY COMMITTEE MEETING

TUESDAY, FEBRUARY 27, 2024

5:30 PM – 7:00 PM

EL SEGUNDO PUBLIC LIBRARY
SUE CARTER COMMUNITY ROOM
111 W. MARIPOSA AVENUE, EI SEGUNDO, CA 90245

Chairperson John Pickhaver
Vice Chairperson Maureen Kingsley

David Bart

Jane Burrell

Brian Mitchell

Joan Palmer

Michael Schepps

Tanya Taylor

Neal Von Flue

CITY COUNCIL LIAISON
Councilmember Lance Giroux

CITY STAFF
Aly Mancini, Recreation, Parks & Library Director
Linnea Palmer, Acting Recreation Superintendent

The Arts and Culture Advisory Committee, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Arts and Culture Advisory Committee, and items listed on the Agenda during the **Public Communications** portion of the meeting. The time limit for comments is five (5) minutes per person, maximum 30 minutes.

Before speaking to the Arts and Culture Advisory Committee, please state: your name, residence, and the organization you represent, if desired. Please respect the time limits. While comments are welcome, the Arts and Culture Advisory Committee may not take action on any matter not on this Agenda. Arts and Culture Advisory Committee members may respond to comments after the Public Communications is closed.

Members of the Public may provide comments electronically by sending them to Recreation, Parks, and Library Director, Aly Mancini amancini@elsegundo.org (310-524-2730) with a limit of 150 words and accepted up until 30 minutes prior to the meeting. The emails will be read to the Arts and Culture Advisory Committee during public communications and are subject to disclosure under the Public Records Act.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.

Land Acknowledgement: We acknowledge that we are holding this meeting on the traditional, ancestral, and unceded territory of the Tongva. We recognize the Tongva people as the traditional land caretakers of Tovaangar (Los Angeles basin, So. Channel Islands). We also acknowledge that Los Angeles County is home to the largest Indigenous populations in the US.

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMUNICATION – (RELATED TO ARTS & CULTURE ADVISORY COMMITTEE BUSINESS – 5 MINUTE LIMIT PER PERSON, 30 MINUTE LIMIT TOTAL)

Individuals who have received a value of \$50 or more to communicate to the Arts & Culture Advisory Committee on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing Committee. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow the Arts & Culture Advisory Committee to take action on any item not on the agenda. City Staff will respond to comments after Public Communications is closed.

CITY STAFF FOLLOW-UP COMMENTS – (Related to Public Communications)

D. PRESENTATIONS - None

E. CONSENT CALENDAR –

1. APPROVAL OF THE MINUTES for the Arts and Culture Advisory Committee Meeting of January 23, 2024. (Committee Action Required)

Recommendation: (1) Approval

F. NEW BUSINESS

1. ACC Vacancies

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

2. Destination El Segundo Review

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

3. Embassy Suites Art Presentation

Recommendation:

1. Vote to Approve Embassy Suites Art Application Project.
2. Alternatively, take other action related to this item.

4. Review of Poet Laureate Reception

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

5. Review of Chapter 34 ESMC

Recommendation:

1. Receive and File.
2. Alternatively, discuss and take other action.

G. UNFINISHED BUSINESS –

1. Staffing Update

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action.

H. ARTS & CULTURE ADVISORY COMMITTEE BUDGET & INITIATIVE UPDATES -

1. Budget Update and Savings Reallocation

Recommendation:

1. Receive and file.
2. Alternatively, discuss and take other action

I. SUBCOMMITTEE UPDATES

Recreation Park Renovation
Community Engagement
Land Acknowledgement
El Segundo Art Walk
The Plunge

J. ADVISORY COMMITTEE MEMBER COMMENTS

Jane Burrell	Tanya Taylor
Brian Mitchell	Neal Von Flue
Joan Palmer	Michael Schepps
John Pickhaver	David Bart
Vice Chairperson Maureen Kingsley	

K. CITY COUNCIL LIAISON COMMENTS

L. DIRECTOR’S COMMENTS

M. ADJOURNMENT

Adjourn to the March 2024 meeting.



**City of El Segundo
Arts and Culture Advisory
Committee**
Meeting Minutes
for January 23, 2024 5:00 p.m.

A. CALL TO ORDER

1. The meeting was called to order at 5:00 p.m. by Chairperson John Pickhaver.

B. ROLL CALL

1. Members Present: David Bart, Jane Burrell, Joan Palmer, Ioana Urma, Neal Von Flue, Tanya Taylor, Michael Schepps, Maureen Kingsley, John Pickhaver
Bran Mitchell – Absent

City Council Liaison:
Councilmember Lance Giroux – Present

City Staff Liaisons Present: Recreation, Parks and Library Director, Aly Mancini.

C. PUBLIC COMMUNICATIONS - None

D. PRESENTATIONS - None

E. CONSENT CALENDAR - None

1. Approval of minutes of the Arts and Culture Advisory Committee Meeting of October 24, 2023.

MOTIONED by Joan Palmer, SECONDED by Tanya Taylor to approve the whole consent calendar.

F. NEW BUSINESS

1. West Basin Community Art

E.J. Caldwell, who is the General Manager of the West Basin Municipal Water District, provided a presentation and information about the Air Valves throughout El Segundo being painted and maintained.

The item was received and filed.

2. Black in Mayberry's Juneteenth Event Grant Request

Denise Harris, who is a Black in Mayberry Board Member, has requested that the loan of \$6,000.00 from Community Engagement Fund be presented to the organization as soon as possible, as it would allow them to start planning the event more effectively.

All voted in favor.

3. 2024 Goals and Processes

There is discussion about the new Cultural Arts Coordinator, Wendy, and how she will begin in the role Monday, February 12, 2024. Lance brings discussion about funding for the committee, the forthcoming direction of the Coordinator, and how there needs to be reach and presentation to increase this funding.

4. Election of New Chair and Vice-Chair

Aly explains how the voting process goes for the New Chair and Vice Chair.

John Pickhaver is nominated to continue as Chair, and he accepts. Jane is nominated to be the Vice-Chair, and she accepts.

5. Subcommittee Review, Appointment and Consolidation

Recreation Park Renovation - Representative will be discussed further.

Community Engagement - There was a move to dissolve Community Engagement working group, as the Cultural Arts Coordinator will take up the duties. Motion Carried 9-0.

Art Walk – Tanya mentions how she would like to take on a role in planning this event. Aly states how it would be beneficial for the working group to be more involved.

Land Acknowledgement – John mentions that committee will be dissolved in short term.

Public Art Capital Improvement Projects – Proposes to house everyone under the public art projects to allow for debriefing.

Public Programming – Discusses how this new working group will get ACC engaged, especially with the summer concerts.

The CDP Procedures Review was pitched to be a new working group, but Chairperson Pickhaver accepted it as a personal project.

MOTIONED by John Pickhaver to approve working group assignments.
Motion Carried 9-0.

6. Recreation Park Renovation Subcommittee representative

A new Recreation Park Renovation Subcommittee Representative was not appointed, and will be further discussed in the future.

G. UNFINISHED BUSINESS

1. Poet Laureate Reception Book of Poetry

Maureen Kingsley discussed how the books will be completed and distributed by the reception date of February 21, 2024.

H. ARTS & CULTURE ADVISORY COMMITTEE BUDGET & INITIATIVE REVIEW

Director Mancini will meet with Chair Pickhaver to discuss revisions of the initiatives to be presented to the City Council in April 2024.

I. SUBCOMMITTEE UPDATES

Recreation Park Renovation – No update.

Community Engagement – No update.

Land Acknowledgement – Working group will present in May to the City Council.

El Segundo Art Walk – Director Mancini will meet with John Mccullough to determine next steps for Art Walk 2024.

The Plunge – No update.

J. ADVISORY COMMITTEE MEMBER COMMENTS

Jane Burrell - None

Chairperson John Pickhaver – Thanked Maureen for her assistance in the position, and looks forward to working with Jane, Wendy, and Aly.

Joan Palmer – none

Vice Chairperson Maureen Kingsley - None

Tanya Taylor - States that we should start engaging more with nonprofit (and other) organizations.

Neal Von Flue - Thanked Maureen for her work, and Jane for stepping into the Vice-Chair position. He also thanked John for continuing his Chair position.

Ioana Urma - None

David Bart - Thanked Maureen and Neal for their work.

Michael Schepps – States that he believes there is potential with the West Basin proposal, as there could be more clarity with the funding and what they are able

to contribute.

K. CITY COUNCIL LIASON COMMENTS – None

L. DIRECTOR’S COMMENTS

1. Director Mancini shared that one of the new Cultural Arts Coordinator’s first projects will be creating a presentation booklet and/or PowerPoint, which can be used to showcase the City’s arts accomplishments when talking to businesses and other organizations.
2. Director Mancini and Chair Pickhaver have discussed bringing in artists to debrief about their experience.
3. Director Mancini wants to start engaging the ACC in the planning of “Concerts in the Park”. Director Mancini distributed a survey for ACC members to select band genres for the upcoming Concerts in the Park season.

M. ADJOURNMENT – The meeting adjourned at 7:36 PM.

Motioned by Chairperson Pickhaver and Seconded by Vice Chairperson Kingsley. Motion Carried 9-0.

NEXT MEETING: Tuesday, February 27, 2024, at 5:30 p.m.

ACC-Expenditure Projections for Fiscal Year 23/24

EXPECTED FUND STARTING BALANCE	\$	752,214.24
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TOTAL EXPENSES	Budget	Expenses
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Personnel Expenses	\$ 110,000.00	\$ 4,866.78
Personnel	Salaries	\$ 2,123.57
	Benefits	\$ 2,743.21

Operating Expenses	\$ 10,000.00	\$ 474.75
Operating	Operating Supplies	\$ 474.75

Contractual Services & Professional Technical Initiatives	\$ 156,000.00	\$108,211.95
Literary Arts Fund*	\$ 10,000.00	\$3,138.31
		\$1,800.00
	Poetry book printing	\$1,338.31
	Festival of Holidays	\$ 21,283.96
	Signage	\$ 186.16
	Craft Bazaar Rentals	\$ 4,850.57
	Stage Rental	\$ 1,695.00
	Sound System	\$ 2,400.00
	Porta Potties (2 years worth)	\$ 2,122.76
	Crafts, passport, decorations, and others	\$ 9,064.47
	Performers	\$ 965.00
	Visual Artists in Community	\$ 4,058.00
	Art Installation	\$ 4,058.00
	Community Engagement Fund	\$ 8,731.68
	Jazz Performance	\$ 1,800.00
	Halloween Frolic Craft	\$ 931.68
	Juneteenth	\$ 6,000.00
	Art Walk	\$ 41,000.00
	Snap Map	\$ 30,000.00

Capital Improvements	\$ 40,000.00	
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TOTAL EXPENSES	\$ 316,000.00	\$ 113,553.48
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EXPECTED REVENUE	Unfunded	Unfunded
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Revenue		
Joy Around the World Craft Vendor Fee		\$ 280.00
Cultural Development Fee Payment		\$ 75,000.00
TOTAL REVENUE	\$ -	\$ 75,280.00

EXPECTED FUND BALANCE	\$ 436,214.24	\$ 713,940.76
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City of El Segundo
Library Department Budget
Fiscal Year 2024-2025

704-400-0000-XXXX Cultural Development Fund	Account Description	Adopted FY23-24	Adopted FY23-24 Total	Dept. Budget Input	Dept. Request FY24-25	Percent Increase (Decrease)	Notes
Account #							
4102	Salaries Part-Time	\$ -	\$ -	\$ -	\$ -		
4103	Overtime	-	-	-	-		
		\$ -	\$ -	\$ -	\$ -		
5201	Office Supplies	\$ -	\$ -	\$ -	\$ -		
5204	Operating Supplies	-	-	-	-		
5206	Computer Supplies	-	-	-	-		
5501	Books/Other Printed Material	-	-	-	-		
5503	Book Fair	-	-	-	-		
6201	Advertising/Publising	-	-	-	-		
		-	-	-	-		
		-	-	-	-		
6205	Other Printing & Binding	-	-	-	-		
6206	Contractual Services	-	-	-	-		
6213	Meetings & Travel	-	-	-	-		
	Professional Meetings and Conferences	-	-	-	-		
6214	Professional & Technical	-	-	-	-		
	Author Fair	-	-	-	-		
	Concerts/Other Teen/Adult Services	-	-	-	-		
	Programming	-	-	-	-		
	Film License	-	-	-	-		
		-	-	-	-		
6215	Repairs & Maintenance	-	-	-	-		
		-	-	-	-		
		-	-	-	-		
6217	Software Maintenance	-	-	-	-		
6223	Training & Education	-	-	-	-		
	Professional Development	-	-	-	-		
		-	-	-	-		
6253	Postage	-	-	-	-		
6277	Resource Databases	-	-	-	-		
6301	Legal Council	-	-	-	-		
6409	Audiovisual Materials	-	-	-	-		
6410	E-Books	-	-	-	-		
9301	Transfer out	-	-	-	-		
		\$ -	\$ -	\$ -	\$ -		