



**CITY OF MANHATTAN BEACH
CULTURAL ARTS COMMISSION MEETING**

Monday, May 20, 2024

4:00 PM

**Location: Manhattan Beach City Hall and
Hybrid virtual**

A G E N D A

A. CALL TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

Chair Spackman
Commissioner Karger
Commissioner Dohner

Vice Chair Tokashiki
Commissioner Patterson
Commissioner Ehrlich-Fein

D. APPROVAL OF MINUTES

March 18, 2024

E. CEREMONIAL

F. AUDIENCE PARTICIPATION (3-Minute Limit)

The public may address the Commission regarding City business not on the agenda.

G. GENERAL BUSINESS

1. Work Plan Item Discussion
 - a. Utility Box Beautification – Phase III (on hold)
 - b. Murals update
 - c. Sculpture Garden City Council direction
 - d. New Art Initiatives

H. STAFF ITEMS

Cultural Arts Division updates
PATF Budget update
City Council updates

I. COMMISSION ITEMS

J. ADJOURNMENT

If unable to attend in person, the Cultural Arts Commission encourages the Cultural Arts Commission encourages the public to participate by submitting comments on agenda items or other subject matter within the jurisdiction of the Cultural Arts Commission via email to both ebrinkman@manhattanbeach.gov and lrobb@manhattanbeach.gov, no later than 3:00 PM, the day of the meeting.

Zoom Meeting Instructions: There are multiple ways to join the meeting. Please Note - the Cultural Arts Commissioners and Staff will be visible via video, members of the public may choose to turn on their video during public comment during their turn.

If you plan to speak during the meeting, join via Zoom at 4:00 PM in order to request to be on the speakers list.

1. Join Zoom Meeting via the internet (download app if needed): Direct URL: <https://comb.zoom.us/j/92330757540> , Meeting ID: 923 3075 7540
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
2. Join Zoom Meeting via Phone Application (download app if needed): Download Mobile Apps: <https://zoom.us/download>, Enter Meeting ID: 923 3075 7540
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
3. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 or +1 346-248-7799. Meeting ID: 923 3075 7540.
Find your local number: <https://comb.zoom.us/u/aByWMRmYK>. Upon calling in, you will be “muted” until you are prompted by the Host to state which item you wish to comment on. Your mic will be unmuted when it’s your turn to provide Public Comment.

Please Note - All microphones for non-Commissioners or Staff will be muted during the meeting, except during Public Comment periods for which you have requested to speak.

The City strongly advises you of the following:

1. Download the Zoom app to your respective device well ahead of the meeting time. Visit <https://zoom.us/> for the download link. Please make sure you have downloaded the most recent version available.
2. Familiarize yourself with the Zoom application prior to the meeting.
3. Check the condition of all personal electronic equipment, internet and phone connections, and microphone/speaker functionality. The City is unable to support this equipment.
4. Join the meeting prior to the start time. Due to security or technical limitations, admittance to the meeting may not be possible after the meeting begins.
5. Every effort will be made to “rename” participants on Zoom as quickly as possible, so that phone numbers are hidden, however, phone numbers may be partially visible for a brief time.

CITY OF MANHATTAN BEACH
MINUTES OF THE CULTURAL ARTS COMMISSION

March 18, 2024

Hybrid format: by teleconference (Zoom) and in person in accordance with procedures on agenda
1400 Highland Avenue
Manhattan Beach, CA 90266

A. CALL TO ORDER

Chair Spackman called the meeting to order at 4:00 p.m.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present:, Dohner, Erlich-Fein, Karger, Patterson, Vice Chair Tokashiki, Chair Spackman

Absent: None

Staff present: Parks and Recreation Director Mark Leyman, Cultural Arts Manager (CAM) Eilen Stewart, Ceramics Supervisor Eric Brinkman, Recording Secretary Rosemary Lackow

D. APPROVAL OF MINUTES – February 21, 2024

It was moved and seconded (Tokashiki/Karger) to approve the February minutes with three corrections:

- Pg. 2, in d. New Art Initiatives; Downtown Art Walk: first line correct spelling of Jill Lampkin to read “Jill Lamkin”
- Pg. 2, same paragraph, last line, strike “Huntington Beach” and replace with “Hermosa Beach”
- Pg. 2, last line, revise sentence to read: “...feels this could be about putting together a printed brochure or a digital document (e.g. on the city’s website) promoting the City’s.....a high priority.”

The motion passed by voice vote: 5-1 (Dohner abstention)

E. CEREMONIAL - None

F. AUDIENCE PARTICIPATION (3-Minute Limit) - None

G. GENERAL BUSINESS

CAM Stewart made the following announcements:

- She will be resigning from her position as Cultural Arts Manager; tonight is her final meeting with the Commission as her last day will be Friday, March 29th. She will bring projects to the City Council tomorrow and seeing that all are set on a good pathway forward. Commissioner Karger expressed her appreciation to CAM Stewart, with assent from all.

Director Leyman expressed his appreciation and recognized CAM Stewart for her accomplishments with

the City, noting that during her term the arts through a multitude of Work Plan programs has been significantly elevated. A recruitment will be undertaken to fill the position and, on a temporary basis, be taking on the role of Cultural Arts Manager; he will be in touch further with the Commission. He cautioned that it will be necessary to pause a number of programs.

- Projects: Tomorrow (3/19) a number of CAC projects will be brought to the City Council for approval, however some will need to be paused such as the Utility Box Beautification (will hold back RFP). Murals: all approved will continue to be installed per an established schedule and CAM Stewart noted one is completed, another is almost complete and others that will be started soon; there should be no delay in completing the current program. Two additional murals that will be considered tomorrow by council (shark and LA v. Hate proposal) could be added to the program.

1. Work Plan Item Discussion

a. Utility Box Beautification (Phase III):

See bullet 2 above regarding Projects—per CAM Stewart, RFP to be paused.

b. Murals

See bullet 2 above regarding Projects. Regarding the shark mural, CAM Stewart noted that tomorrow the City Council will consider a location including the Commission’s recommendation for either of the two west facing walls of the new Fire Station on Manhattan Beach Boulevard. She has discussed the status with the artist and he is amenable with both these locations and the budget. If approved, this mural will be added to the list of those to be installed. If the LA vs. Hate is approved it also will be added to the list of installation murals, however this project takes much more work as a location has not been agreed on and integration/engagement with the school district is required.

c. Sculpture Garden

See bullet 2 above—per CAM Stewart, the CAC recommendation of 15 artists will be considered by the City Council tomorrow. Staff will see what the council approves but will likely need to be paused.

d. New Art Initiatives. CAM Stewart noted that the new initiatives will need to be paused.

Downtown Art Walk: Commissioner Karger updated with aid of a PowerPoint (“MB Downtown Artwalk 2025”), reflecting input she has received from Jessica, President/CEO, Hermosa Beach Chamber of Commerce. Initially the Hermosa Beach project, featuring 50 artists in 50 stores, was a Leadership Hermosa Beach project but now in its third year, it is being done by Indivisible Arts (nonprofit that fosters creativity) and the city’s Historical Society. They handle student submittals separately. Jessica recommends: 1) limit the number of artists to 15-20 as it takes 1-2 weeks to install with follow-up; 2) have a point person who could be the CAC committee chair working with Jill Lamkin, Downtown MB Business and Professional Association (DTMBB&PA) ; 3) can sell the art online (their online site is “State of the Art” with profits going towards Indivisible Arts and the Historical Society) to provide a pathway for giving to nonprofits; 4) have a map. They also had two additional events: “Art and Coffee Walk” and a scavenger hunt coordinated with the stores. Commissioner Karger noted that she thinks MB may not want to do the scavenger hunt, but this could be a related event handled entirely by DTMBB&PA.

Hermosa had a number of challenges, some advice to meet these includes: 1) staff resources: estimate 200-200 hours were needed; 2) insurance is needed as liability is incurred for within the stores; 3) to promote the artists, get their bios and have available and 4) if selling the art, work out details of how this is done.

CAM Stewart will email a pdf of Commissioner Karger's PowerPoint to the Commission.

Discussion followed; Commissioner Karger will continue to gather information and inform Jill Lamkin as to the status until staff resources are available to proceed to develop a recommendation that can be presented to council. Commissioner Karger welcomes assistance from other Commissioners however she does not feel at this time that a formal subcommittee is needed. CAM Stewart suggested some research that can be done with Hermosa might include looking at their submittal applications. It was further clarified that the Hermosa Beach project was not handled by the city but rather was handled completely by the Chamber and the non-profits. It was suggested that, if successful the event could be expanded to east Manhattan. It was also suggested that in Manhattan Beach, "Young at Art" or a 501c3 could be involved. Commissioner Patterson suggested that Young at Art might be a good resource if it were decided that they would handle student submittals separately as in Hermosa Beach.

H. STAFF ITEMS

Cultural Arts Division updates – Ceramics Supervisor Brinkman reported:

- Utility box beautification: repairs have been made to all already installed that have had problems – looks good, but please report any problems if you see anything.
- Exhibitions: "Return to Form" is closing 3/31 and the next opening for "Plus One" will be on Friday, April 19 (5 pm to 7 pm). This exhibit is the community pottery showcase, scheduled every two years and features 25 artists, thematically looking at the mentor/mentee dynamic inherent in pottery making that strengthens the pottery culture.
- Ceramics classes/other instruction programs: The installation of the new ceramics kiln has begun and staff is, working with the construction/engineering team, attempting to minimize impacts to programming. However, on April 9th the ceramics studio will need to be closed for the spring session, and remain so until the new kiln is installed. Although a short session was hoped to be offered, the entire spring session has been cancelled. Summer programming is in the works, to include full schedule of ceramics, as well as Concerts in the Park, many workshops at the Art Center, and Shakespeare by the Sea.
- Arts Assessment: in a couple of months the consultant is expected to finalize and submit a report to the City which will in a few months, come before the Cultural Arts Commission.

PATF (Public Art Trust Fund) - no report.

City Council update (see prior discussion).

I. COMMISSION ITEMS

Commissioner Dohner mentioned that on the morning Channel 5 news, Mira Costa was highlighted including VAPA (Visual and Performing Arts) and its subparts (dance, drama, music, etc.) CAM Stewart noted that in the past the Mira Costa jazz band was a lead in at the Concerts in the Park but this was discontinued as it was too complex.

Chair Spackman expressed appreciation and good wishes to CAM Stewart, who noted her pleasure in working with the city and this group.

J. ADJOURNMENT

At 4:38 p.m. Chair Spackman without opposition and further ado/adieu, adjourned the meeting to 4:00 pm, April 15th.

DRAFT

CITY OF MANHATTAN BEACH

MEMORANDUM

TO: Cultural Arts Commission

FROM: Mark Leyman, Parks and Recreation Director

DATE: May 20, 2024

SUBJECT: Selection of 2024/2025 Cultural Arts Commission Chair

Annually, the Cultural Arts Commission is required to select a Chair and Vice Chair for the Commission. The Commission Chair is a one-year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission. Commissioner Tokashiki would be next in line to serve as Chair followed by Commissioner Karger.