



AGENDA

REGULAR MEETING - WEDNESDAY, JUNE 15, 2016
ATRIUM CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:15 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL**—Committee members Chan, Donahue, Vice Chair Murray, and Chair Palay.

3. **MINUTES APPROVAL**

Minutes for the May 18, 2016 meeting have been delivered to Committee members and a copy posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

5. **UNFINISHED BUSINESS**

5.1 **ONE-ACT PLAY FESTIVAL SUBCOMMITTEE REPORT**

Background: The One-Act Play Festival was held October 23, 2015. Performing Arts Committee (PAC) members have said they would like to work with Foothill College Drama Department on the event for 2016.

Recommendation: Review any additional applications. Select new dates for the 2016 event to be no earlier than February 2017, then determine next steps for outreach to solicit more applications and discuss broader marketing plan to support ticket sales.

5.2 PAC SECONDSTAGE FEE WAIVER PROGRAM

Background: At the December 11, 2013 PAC meeting, the PAC approved a SecondStage Fee Waiver Program and created a subcommittee to review any applications. The PAC provided their first fee waiver under this program at the November 10, 2015 meeting.

Recommendation: Review all currently received fee waiver applications.

5.3 TWENTY-FIFTH ANNIVERSARY FESTIVAL

Background: Staff is outlining plans to publicly celebrate the twenty-fifth anniversary of the Mountain View Center for the Performing Arts (MVCPA) on August 6, 2016 based on similar celebrations in 1996 and 2001. Staff will discuss the plan and outline the needed support.

Recommendation: Discuss ways for the PAC to assist in attracting volunteers, promoting sponsorships, raising funds, and organizing the event. Determine PAC member attendance for the Thursday Night Live events on July 14 and 28, 2016 to promote the Festival

5.4 HOME COMPANY SELECTION PROCESS

Background: At the May 18 PAC meeting, the Committee asked staff to schedule a date in September or October for a Study Session with Council for proposal input and to receive direction on proceeding, given financial implications.

Recommendation: Staff will provide an update on scheduling the Council session.

6. **NEW BUSINESS** – None.

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

No action will be taken on any questions raised by the Committee at this time.

7.1 PAC REVENUE AND EXPENSE SPREADSHEET (INFORMATIONAL ITEM)

8. ADJOURNMENT

JP/7/CSD
210-06-15-16A-E

AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to Jenn Poret at (650) 903-6556.
- Interested persons may review the agenda and staff reports at the Mountain View Center for the Performing Arts beginning the Friday before each regular meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE – Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Mountain View Center for the Performing Arts office at (650) 903-6565 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE –**Any writings or documents provided to a majority of the Performing Arts Committee regarding any item on this agenda will be made available for public inspection in the Center for the Performing Arts office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the “Oral Communications” part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



MINUTES

REGULAR MEETING - WEDNESDAY, MAY 18, 2016
ATRIUM CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:15 P.M.

1. **CALL TO ORDER**

The meeting was called to order by Chair Palay at 6:20 p.m.

2. **ROLL CALL**

Present— Committee members Chan, Vice Chair Murray, and Chair Palay.

Absent at Roll Call— None.

Absent— Committee member Donahue (excused).

Staff Present— Performing Arts Manager Scott Whisler and Business Manager Cindy Miksa.

3. **MINUTES APPROVAL**

Motion— M/S Chan/Murray— Carried 3-0-1; Donahue absent— Minutes for the April 20, 2016 meeting were approved.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**— None.

5. **UNFINISHED BUSINESS**

5.1 **ONE-ACT PLAY FESTIVAL SUBCOMMITTEE REPORT**

The Committee discussed moving 2016 One-Act Play Festival dates and answered questions.

Motion— M/S Chan/Murray— Carried 3-0-1; Donahue absent— To accept the applications from Beatriz Valente and Ryan Rathbun to be participants in the High School One-Act Play Festival.

5.2 PAC SECONDSTAGE FEE WAIVER PROGRAM

Business Manager Miksa reported no applications were submitted for the SecondStage Fee Waiver Program and that Upstage Theatre will present a recap at the August meeting.

5.3 TWENTY-FIFTH ANNIVERSARY FESTIVAL

The Twenty-Fifth Anniversary Celebration Steering Committee discussed the Twenty-Fifth Anniversary Festival and answered questions.

5.4 HOME COMPANY SELECTION PROCESS

Manager Whisler reported on the implications of changing the current booking process and answered questions.

SPEAKING FROM THE FLOOR IN SUPPORT AND/OR WITH RECOMMENDATIONS AND CONCERNS:

- Alexi Zubiria, Artistic Director, Western Ballet – Mr. Zubiria voiced concerns regarding revenue being a new criterion for the Home Company Program.
- Nancy Cavokhan voiced concerns regarding current contractual date requirements for Home Companies.
- Pat Blackie, Venue Coordinator, Nova Vista Symphony Association – Ms. Blackie voiced concerns regarding date requirements needed for Nova Vista versus the current Home Companies.

6. **NEW BUSINESS** – None.

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

7.1 PAC REVENUE AND EXPENSE SPREADSHEET (INFORMATIONAL ITEM)

Committee member Chan stated he is available to work the July 14 Thursday Night Live. No other Committee members stated their availability.

8. **ADJOURNMENT**

At 7:50 p.m., the Performing Arts Committee adjourned to the next Regular Meeting to be held on Wednesday, June 15, 2016, at 6:15 p.m. in the Atrium Conference Room, Mountain View City Hall, 500 Castro Street.

Attest by:

A handwritten signature in black ink that reads "Jenn Poret" with a small smiley face drawn below the name.

Jenn Poret
Booking Coordinator

Approved by:

A handwritten signature in black ink that reads "Dan" in a stylized, cursive script.

Daniel Palay
PAC Chair

JP/7/CSD
210-05-18-16mn-E

PERFORMING ARTS COMMITTEE
REVENUE AND EXPENSE

Item 7.1

Date	Revenue	Expense	Net Funds	
6/1/2009	\$500.00		\$1,997.91	√
10/1/2009		\$65.98	\$1,931.93	
10/27/2009		\$152.95	\$1,778.98	
11/10/2009		\$85.00	\$1,693.98	
3/17/2010		\$8.96	\$1,685.02	√
8/6/2010	\$2,325.00		\$4,010.02	
9/1/2010		\$112.48	\$3,897.54	
9/22/2010		\$500.00	\$3,397.54	
9/23/2010		\$200.00	\$3,197.54	
9/23/2010		\$30.00	\$3,167.54	
10/11/2010		\$100.00	\$3,067.54	
10/11/2010		\$100.00	\$2,967.54	
10/11/2010		\$751.25	\$2,216.29	
10/15/2010	\$330.42		\$2,546.71	
10/22/2010		\$688.17	\$1,858.54	
12/10/2010		\$129.00	\$1,729.54	
12/10/2010		\$385.00	\$1,344.54	
1/12/2011		\$150.00	\$1,194.54	√
1/25/2011	\$8.48		\$1,203.02	
2/10/2011		-\$18.00	\$1,221.02	
7/29/2011	\$292.38		\$1,513.40	
10/11/2011		\$212.66	\$1,300.74	
10/24/2011		\$800.00	\$500.74	
2/15/2012		\$22.34	\$478.40	
6/6/2012	\$999.09		\$1,477.49	
6/26/2012		\$36.00	\$1,441.49	√
8/30/2012		\$9.00	\$1,432.49	
10/15/2013		\$800.00	\$632.49	
9/25/2014		\$43.37	\$589.12	
11/26/2014	\$352.84		\$941.96	
10/22/2014		\$27.00	\$914.96	
4/23/2015		\$32.61	\$882.35	
4/28/2015		\$86.17	\$796.18	
4/28/2015		\$59.92	\$736.26	
4/29/2015		\$76.38	\$659.88	√ End of FY2014-15
7/1/2015	\$1,000.00		\$1,659.88	One Time Significant funds (One-Act expenses)
7/10/2015	\$1,580.66		\$3,240.54	8/19/15: PAC authorized up to \$100 for the
8/31/2015		\$289.00	\$2,951.54	MVHS One Act Festival Marketing collateral
9/14/2015		\$100.00	\$2,851.54	Balance reserved for 2015 One-Act expenses