

**CITY OF COSTA MESA
CULTURAL ARTS COMMITTEE**

Meeting Date June 24, 2013

MINUTES

1. CALL TO ORDER: 5:40 pm by Frank

Present: Kathleen Eric, Frank Gutierrez, Monica Morita, Irene Engard, Lisa Grant, and alternate Diana Gardiner

Absent: Arpit Mehta, Eddie Iniestra, Tony Manrique, Debora Wondercheck, and alternate Alan Remington

Staff Present: Lisa McPherson

Council Member: Sandra Genis (absent)

2. APPROVAL OF MINUTES

Irene made a motion to approve the June 13 minutes, seconded by Kathleen; passed unanimously.

3. PUBLIC COMMENT

None

4. OLD BUSINESS

- 60th Anniversary update
 - Frank will deliver and display the wooden panels at each tent on Thursday, June 27 after 4pm.
 - CMHS Football players will assist with Thursday night and Friday morning set up and City Maintenance will assist with Sunday night tear down.
 - Art from organizations will be set up on Friday, June 28 from 8am-noon.
 - Lisa passed out a map for load in/out directions and a map for event parking locations.
 - The Committee will have a “60th Hollywood Sign” for the public to take photo’s in front of and Diana will do interviews.
 - The Committee will have a canvas sign for the public to sign.
 - The Committee will provide a banner, a case of water and snacks for the participating organizations.
 - Each tent will have interior lights and one 110 watts outlet.

- The Committee purchased 2 gallons of paint (yellow, blue, red and green) and one gallon of black for the organizations to use.
- Lisa will email a reminder to all the organizations.
- There is a Volunteer orientation meeting on Thursday at 6:30 in the EOC bldg. Diana will pick up t-shirts for those who cannot attend.
- All committee members are to arrive one hour early (before scheduled time).
- Lisa will email a reminder of scheduled work times for committee members and a link to the Facebook event page.

5. NEW BUSINESS

- None

6. COMMITTEE MEMBER COMMENTS

- None

7. COUNCIL/STAFF COMMENTS

- None

8. ADJOURNMENT

- Meeting adjourned by Frank at 6:32 p.m.