THE CITY OF SAN DIEGO

Commission for Arts and Culture

MINUTES

Policy Committee
1200 Third Avenue, Suite 924
San Diego, CA 92101
Wednesday, May 26, 2010
10:00 a.m.

Members Present: Garet Clark, Chair; Colette Carson Royston; Larry Baza, Victoria Reed

Members Absent: Dea Hurston; Judy McDonald

Staff Present: Victoria Hamilton, Gary Margolis

Guests: None

I. Policy Committee Chair, Garet Clark, called the meeting to order at 10:00 a.m.

II. Non-Agenda Public Comment: There was none.

III. Changes to OSP and CCSD Application/Guidelines for FY12: Staff reported on the feedback received from FY11 panelists that included more rigorous criteria by which to evaluate websites and ongoing support for panelists during their "at-home" reviews. Committee members felt the guidelines did not need to be changed and that both issues could be addressed during the orientation. Hamilton stressed how important it was to value the unique contributions that each panelist brings to the process. Margolis indicated that staff could send out follow-up emails offering support during the at-home review period.

Staff presented the following "clean-up" issues regarding the applications and guidelines:

- Clarifying language related to assets and capital expenses in the calculation of Annual Operating Income (AOI) (OSP)
- Clarifying language related to ensuring a continuity of years in Cultural Data Project reporting (OSP)
- Clarifying language related to prohibiting the use of rounding in Cultural Data Project reporting (OSP)
- Creating a separate budget line for professional expenses (de-coupling it from administrative expenses) (CCSD)

- Clarifying language regarding a maximum of 10% of the total budget and Commission funds that can be allocated to administrative expenses
- Clarifying language regarding the definition of vendor (someone who sells to the public as opposed to someone who sells to the contractor)

The Committee agreed that all of the above could be implemented without further Commission action as they are all changes to clarify current policies and procedures.

The Committee decided not to pursue changes to current policies that would have added minimum budget sizes, contract amounts and paid staff as eligibility requirements for OSP applicants.

IV. Staff reported on the results of the Acknowledgement Policy Final Reports. The Committee instructed staff to bring back an action item to the next Policy Committee Meeting recommending that the acknowledgement policy remain as a pilot project through FY11. In the meantime, the Strategic Outreach and Communications Advisory Committee will provide instructions regarding the use of the new logo if approved by the Commission.

V. Staff presented a report on the results of the Diversity Surveys. The Committee directed staff to come back with more information other than just changes in Board demographics.

VI. The Committee reviewed the staff report regarding suggestions from contractors and what was being done do accommodate those suggestions. Staff was congratulated on its work to respond to the many suggestions that came forward. No further action was recommended.

VII. The meeting was adjourned at 11:45 a.m.