



CITY OF DUBLIN
HERITAGE & CULTURAL ARTS COMMISSION
MEETING AGENDA



THURSDAY, DECEMBER 13, 2012, 7:00 P.M.
DUBLIN CIVIC CENTER, 100 CIVIC PLAZA

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ORAL COMMUNICATIONS**

3.1 **Public Comments**

At this time, the public is permitted to address the Heritage and Cultural Arts Commission on non-agendized items. The Commission must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Commission may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Office of the Parks and Community Services Department related to the proper procedure to place an item on a future Heritage and Cultural Arts Commission agenda. The exceptions under which the Heritage and Cultural Arts Commission MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).

4. **MINUTES OF THE REGULAR MEETING – September 13, 2012**

STAFF RECOMMENDATION: Approve Minutes.

5. **WRITTEN COMMUNICATIONS - None**

6. **PUBLIC HEARING - None**

7. **UNFINISHED BUSINESS - None**

8. **NEW BUSINESS**

8.1 **Summer 2012 Quarterly Report**

The Commission will receive a report on the cultural arts programs, activities and events conducted during the summer of 2012.

STAFF RECOMMENDATION: Receive report.

8.2 **Gifts from Dublin Historical Preservation Association**

The Commission will receive a report on donations received from the Dublin Historical Preservation Association during Fiscal Year 2011-2012.

STAFF RECOMMENDATION: Receive report.

9. **OTHER BUSINESS**

9.1 **Brief Informational Only Reports from Commissioners and/or Staff and Reports by Commission related to Meetings Attended at City Expense (AB 1234).**

10. **ADJOURNMENT**

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the City Clerk's Office (925) 833-6650 at least 72 hours in advance of the meeting.

A complete packet of information containing Staff Reports (Agenda Statements) and attachments related to each item is available for public review at least 72 hours prior to a Heritage & Cultural Arts Commission Meeting or, in the event that it is delivered to the Commission less than 72 hours prior to a Heritage & Cultural Arts Commission Meeting, as soon as it is so delivered. The packet is available in the Parks & Community Services Department at Civic Center.

**CITY OF DUBLIN
HERITAGE AND CULTURAL ARTS COMMISSION
DRAFT MINUTES
September 13, 2012**

The meeting of the Heritage and Cultural Arts Commission was called to order at 7:02 PM at the Dublin Civic Center, Dublin, California, by Vice Chairperson Hernandez.

PLEDGE OF ALLIGIENCE

Vice Chairperson Hernandez led the Pledge of Allegiance.

ROLL CALL

Commissioners Present: Carr, Tutino, Minniear, Hernandez and Vanderpool

Commissioners Absent: Halket and King

ORAL COMMUNICATIONS – None

APPROVAL OF MINUTES – August 9, 2012

Cm. Tutino directed the Commission's attention to Item 9.1 Other Business, paragraph two, which states that Cm. Tutino facilitated the art exhibit. Cm. Tutino corrected the minutes to reflect she did not facilitate the event: she acted as a participant in this event.

Cm. Vanderpool directed the Commission's attention Item 9.1 Other Business, first paragraph, which states that Vice Chairperson Hernandez spoke about the fairy ring. Cm. Vanderpool asked to correct the minutes to reflect that it was actually Cm. Vanderpool who made the comment about the fairy ring, not Vice Chairperson Hernandez.

On a motion by Cm. Minniear, seconded by Cm. Vanderpool and by vote of 5-0-0 with Chairperson Halket and Commissioner King absent, the Commission voted to approve the minutes of August 8, 2012, as amended.

WRITTEN COMMUNICATION – None

PUBLIC HEARING - None

UNFINISHED BUSINESS – None

NEW BUSINESS

8.1 2012-2013 Cultural Arts Programs

Ms. Ann Mottola, Heritage and Cultural Arts Manager, presented the specifics of the item as outlined in the Staff Report.

Cm. Vanderpool asked Ms. Mottola where the Summer Concert Series was going to be held. Ms. Mottola stated that Staff would evaluate various park locations. Cm. Carr stated that in the past, the concerts were held at the Dublin Civic Center Plaza, near the fountain. Mr. Paul McCreary, Parks & Community Services Director, advised that Staff would not recommend using the Civic Center Plaza because the traffic on Interstate 580, which is adjacent to the Civic Center, can be very loud.

Cm. Tutino asked Ms. Mottola if the children's theatrical performances have been removed from the 2012-2013 cultural arts program. Ms. Mottola advised that Staff felt there is a greater opportunity to reach a larger segment of the population and provide quality cultural arts activities to a more diverse, larger population by offering a summer concert series instead of the youth theater performances, which are saturated in the area. She stated that children's programs will still be offered through other programs and classes that will include opportunities to highlight cultural arts activities.

Cm. Minniear asked about the selection process for musicians for the Summer Concert Series. Ms. Mottola stated that Staff would start the process by issuing a press release soliciting promotion kits from various artists, including local artists. Cm. Minniear asked if Staff thought about offering an amateur night as part of the concert series. Ms. Mottola stated that she likes the idea and would try to incorporate this into the series.

The Commission had no further questions or comments regarding this item.

8.2 New Literary Arts Program

Ms. Ann Mottola, Heritage and Cultural Arts Manager, presented the specifics of the item as outlined in the Staff Report.

Cm. Tutino asked Ms. Mottola if the photos used in the competition would be recognizable to participants. Ms. Mottola stated that Cm. Minniear probably has a lot of quality, recognizable photos which could be used for the competition.

Cm. Tutino stated that this type of contest is geared towards the literary end of the cultural arts spectrum and did not really include a visual arts component. Ms. Mottola stated that specific instructions about the contest would be given to participants. Ms. Mottola stated the instructions should clear up any confusion about the objective of the contest.

Cm. Tutino stated that she would also like to see a visual arts contest offered.

Cm. Minniear and Cm. Carr stated that a literary type of event could be a great opportunity to expose the public to different types of cultural arts venues.

The Commission had no further questions or comments regarding this item.

OTHER BUSINESS

9.1 Other Business

Cm. Tutino asked Ms. Georgean Vonheeder-Leopold, Dublin Fine Arts Foundation, to approach the public podium to discuss the role and projects of the Dublin Fine Arts Foundation (DFAF). Ms. Vonheeder-Leopold gave an overview of the Dublin Fine Arts Foundation. Ms. Vonheeder-Leopold stated that their most significant project with the City of Dublin, to date, has been the Art in the Park program, along with the commissions done for the Civic Center complex. Ms. Vonheeder-Leopold provided the Commission with additional information on how the Foundation worked in the past with the City to coordinate the selection and installation of joint public art projects prior to the hiring of a Heritage and Cultural Arts Manager that now coordinates public art projects for the City.

Cm. Tutino asked Ms. Vonheeder-Leopold if the DFAF is maintaining information on all of the public art in the City. Ms. Vonheeder-Leopold stated that in the past they printed a map which listed all of the public art in the City. She stated that the map could be updated to include art added since the last production of the map.

Cm. Minniear asked Ms. Vonheeder-Leopold if the DFAF was created as a mechanism to cost share and choose art for the City, and Ms. Vonheeder-Leopold said yes. Cm. Minniear asked Mr. McCreary if the City's public art programs would be 100% paid by the City. Mr. McCreary advised that the City now has an Ordinance in place that requests developers to pay a ½ percent of the value of their residential and commercial development to be used for future public art in the City. Mr. McCreary advised that Staff would be bringing a report before the Commission on the five-year plan for City and developer built public art projects. This will provide an opportunity for the Commission and the DFAF to provide input.

Cm. Tutino stated that she would like to see more collaborative art in the public schools located in eastern Dublin. Cm. Minniear asked how the Dublin Unified School District (DUSD) is involved in the process along with the City. Mr. McCreary stated that he would look into it.

Cm. Minniear asked who was responsible for the maintenance of the gazebo art piece at Kolb Park. Mr. McCreary stated that the City is responsible for the maintenance of the art in the parks. He stated that the City is in the process of hiring a conservator to inspect the art in the parks and recommend maintenance practices.

Ms. Mottola reminded Commission to please attend the "splatter" event on September 22, 2012, and to also mark their calendars to attend the Heritage Parks and Museums Barn Dance on October 6, 2012.

ADJOURNMENT

Being no further business, the meeting was adjourned at p.m.7:42 PM

Respectfully submitted,

Recording Secretary

APPROVED:

Chairperson



AGENDA STATEMENT
HERITAGE AND CULTURAL ARTS COMMISSION
MEETING DATE: December 13, 2012

SUBJECT: Summer 2012 Quarterly Report
Prepared by Ann Mottola, Heritage and Cultural Arts Manager

ATTACHMENTS: 1. Cultural Arts Classes Registration Report – Summer 2012

RECOMMENDATION: Receive Report

FINANCIAL STATEMENT: None

DESCRIPTION: The Heritage and Cultural Arts Division strives to develop quality programs that strengthen community image, preserve the City's heritage, provide cultural experiences and encourage appreciation of the arts. This is accomplished by providing diverse program offerings for youth and adults in the disciplines of music; dance; fine arts; and visual and performing arts. The Division also provides a variety of programs at the Heritage Park and Museums to support education and stewardship of the City's historic collections. Following is a summary of programs conducted during summer 2012.

CULTURAL ARTS CLASSES

Cultural Arts classes provide a unique social setting for meeting new people or sharing cultural arts experiences with friends and family members. The variety of classes offered provides opportunities for community members of all ages to attempt new experiences or refine current artistic and performance skills.

Classes are taught by contracted specialty instructors and are offered from four to eight weeks in duration. During the summer quarter, the Heritage and Cultural Arts Division also offers contracted camp-format programs. These programs typically are a week in duration and meet on a daily basis.

During summer 2012, sustained interest continued in several classes that have been offered year-round. These include Hip Hop and Ballet classes as well as the Kindermusik™ class series. Several new courses were offered this quarter. The most popular include Still Life Drawing, Superhero Cartoon and Pastel Drawing Workshops. The All 4 Dance Camp was the highest attended cultural camp program with thirty residents. Tri-Valley Young Performers engaged twenty youth in their Annie Jr. Performance Musical Theatre Camp.

A total of 327 participants registered for Cultural Classes during summer 2012. The decrease in number of registrants and classes is due, in part, to instructor unavailability for four piano/keyboard classes that have been traditionally offered during this quarter. Overall, the average number of participants has also decreased.

COPIES TO:

ITEM NO: 8.1

SUMMER QUARTER COMPARISON: Cultural Arts Classes

Attendance Type	2012	2011	2010	2009	2008
Resident	255	349	282	307	281
Non Resident	72	77	88	97	68
Total Registration	327	426	370	404	349
<i>Classes Held</i>	36	44	45	38	32
<i>AVG Registration per Class</i>	9.08	10.65	8.22	10.63	10.91
<i>Classes Offered</i>	52	52	55	47	41
<i>Classes Held</i>	36	40	45	38	32
<i>Cancellation Rate</i>	31%	23%	18%	19%	22%

HERITAGE PROGRAMS

Visitors

The "Visitors Comparison" records the number of people who visit the Heritage Park and Museums as part of a formal tour or as a walk-in guest. This measurement also includes those who experience the Heritage Park and Museums as a participant in one of the many community events hosted at the site by the City. Tours are also tracked to differentiate between those tours that are a school group or those that are for some other formal or informal community group.

The Heritage Park and Museums hosted one school tour and five community group tours during the Summer Quarter. There were also 998 walk-ins during regular business hours and during special event programs. One of the community group tours was a Guide Dog Training requested through East Bay SPCA.

The Heritage Park and Museums played host to the All-America City Anniversary event in celebration of the City's 30th anniversary of incorporation and the designation as an All America City. This family-friendly event took place on Saturday, July 21 from 11:00 a.m. to 3:00 p.m. An estimated 3,000 people attended the event. The Museums were open to visitors during the event, and the facility grounds were used extensively to create a quintessential American experience with watermelon eating contests, sack races and other children's games; hot dogs and root beer; wagon and tractor rides; and a blues concert featuring Zakiya Hooker.

VISITORS COMPARISON

Attendance Type	2012					2011				
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL
Adult – Tour	58	158	18		234	73	220	76	68	437
Child – Tour	216	466	43		725	150	360	45	75	630
Walk-In	60	375	998		1,433	87	329	690	426	1532
Special Events	228	1,000	3,000		4,228	450	635	2000	1800	4885
Total Visitors	562	1,999	4,059		6,620	760	1,544	2,811	2,369	7,484
School Tour	6	17	1		24	3	18	1	2	24
Community Tour	0	5	5		10	2	5	4	3	14
Total Tours	6	22	6		34	5	23	5	5	38

Exhibits

“Exhibit Attendance” captures the number of individuals who visit a special exhibit as part of a formal tour, as a walk-in guest, and those who visit during special events when the Museums are open to the public.

“**We Can Build, We Can Fight: The U.S. Navy Seabees in WWII Dublin**” opened in the Murray Schoolhouse on April 29, 2012. This exhibit’s original closing date of July 21, 2012 was extended to September 1, 2012 due to its popularity with the community. The exhibit featured historical documents, photographs and artifacts from the recently acquired Camp Parks Collection as well as first person narratives demonstrating who the Seabees were, why their motto was "Can do!" and what they did while on base in Dublin.

SEABEES: Exhibit Attendance

Attendance Type	2012					2011				
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL
Tours	N/A	883	38		921	N/A	N/A	N/A	N/A	
Walk-In	N/A	998	375		1,373	N/A	**524	**221	N/A	745
Special Events	*100	554	180		834	*100	**197	N/A	N/A	297
Total Visitors	100	2,435	593		3,128	100	721	221	0	1,042

* *The Dublin San Ramon Women’s Club’s local elementary school art contest hangs in the “Little Classroom” March – April.*

** *The Heritage Center curated the exhibit “Donlon; From Derryshannoge to Dublin” which opened in April and ran through July 2011.*

NA *No exhibits during this time.*

Volunteers

There are currently 61 volunteers on the active Heritage Park and Museums volunteer roster. This group provides approximately 54 volunteer hours per week to support the Museum on a regular basis. The Museum volunteers also coordinate quarterly work parties, facilitate reserved tours, assist at special events and hold monthly meetings.

The Heritage Park and Museums also receives regular volunteer service from Dublin High School, Dougherty Valley High School, and Foothill High School in Pleasanton. Each of these schools provides twenty-five student volunteers for each of the City’s quarterly events at the Museum.

Interns are also coordinated on a regular basis to work for school credit on a variety of projects to enhance the Museum. Some of these projects have included:

- Maggie Stockel, Museum Studies Graduate Program, San Francisco State University, worked on the newly acquired Camp Parks collection to develop the Seabees exhibit.
- Rita Zsollos conducted an oral history interview with Carol Kolb Strom and from that, developed a tour for a 4th grade audience.

VOLUNTEER COMPARISON

Volunteer Type	2012					2011				
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL
Volunteer Guild	600	730	756		2,086	63	228	120	378	789
Student Volunteer	29	80	20		129	18	27	0	27	72
Intern	60	60	20		140	60	60	0	60	180
Total Hours	689	870	796		2,355	141	315	120	465	1,041

FACILITY RENTALS

St. Raymond Church has been available to the public for private rental since prior to the expansion of the Heritage Park and Museums. The Sunday School Barn became available for private rentals on May 1, 2012. During the first two months of availability, there were fifteen rentals at the barn.

FACILITY RENTALS Comparison

Rental Type	2012				2011				
	Jan-Mar	Apr-Jun	Jul-Sep	YTD TOTAL	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	YTD TOTAL
St Raymond Church	11	6	7	24	5	6	1	10	22
Sunday school Barn	0	15	5	20	0	0	0	0	0
Total Rentals	11	21	12	44	5	6	1	10	22

RECOMMENDATION:

receive the report from Staff.

Staff recommends that the Heritage and Cultural Arts Commission

CULTURAL ARTS ACTIVITIES - SUMMER SESSION	Total	Resident	Non-Resident
Adult Tap I	15	5	10
Adult Tap II	5	5	0
All 4 Dance Camp	30	22	8
Annie Jr. Performance Musical Theatre Camp	20	12	8
Beginning Ballet I & Tap	12	10	2
Beginning Irish Dance	8	4	4
Boogie with Your Baby	6	4	2
Break Dance Basics	5	4	1
Discover the Artist in You	10	10	0
Fairytale Princess Camp NEW	3	3	0
Guitar & Bass I	9	8	1
Guitar & Bass II	1	1	0
Guitar and Bass IIA	1	1	0
Hip Hop Dance for Children and Tweens	13	7	6
Hip Hop Dance for Children and Tweens	9	5	4
Hip Hop for Teens & Adults	3	3	0
Improv Comedy Camp	8	2	6
Introduction to Drawing	10	10	0
Introduction to Drawing	4	4	0
Introduction to Watercolor	9	9	0
Introduction to Watercolor	4	4	0
Irish Dance - Teens/Adults	7	1	6
Kindermusik (TM) Adventures for Preschoolers: On the Road	4	2	2
Kindermusik (TM) Adventures Peekaboo, I Love You!	3	3	0
Kindermusik (TM) Family Adventure; Creatures of the Ocean	10	8	2
Kindermusik(TM) Adventures for Toddlers; Creatures of Ocean	12	9	3
Little Hands Art Class	9	9	0
Little Hands Art Class	11	10	1
Pastel Drawing Workshop; Culinary Mischief NEW	9	9	0
Pee Wee Art Time	10	8	2
Pee Wee Art Time	10	9	1
Pre-Ballet	10	8	2
Pre-Ballet II & Tap	10	10	0
Pre-Ballet II & Tap	12	12	0
Still Life Drawing Workshop NEW	13	12	1
Superhero Cartoon Workshop NEW	12	12	0
Belly Dance: Fun & Fitness	0	0	0
Irish Dance - Teens/Adults	0	0	0
Hip Hop Camp	0	0	0
Musical Performance Camp	0	0	0
Pop Stars Camp	0	0	0
Be the Star You Are - Dublin's Talent	0	0	0
Give me a "C" for Cheerleading	0	0	0
Intermediate Irish Dance	0	0	0
KinderDrama	0	0	0
Kindermusik Adventures for Preschoolers: On the Road	0	0	0
Kindermusik Adventures Peekaboo, I Love You	0	0	0
Kindermusik Adventures for Toddlers: Creatures of Ocean	0	0	0
Pom Squad	0	0	0
Twist and Shout with Your Tot	0	0	0
Young Rembrandts at Sea	0	0	0
Break Dance Basics for Teens	0	0	0
Grand Total	327	255	72



AGENDA STATEMENT
HERITAGE AND CULTURAL ARTS COMMISSION
MEETING DATE: December 13, 2012

SUBJECT: 2011-2012 Dublin Historical Preservation Association Donations
Prepared by Ann Mottola, Heritage and Cultural Arts Manager

ATTACHMENTS: None

RECOMMENDATION: Receive Report

FINANCIAL STATEMENT: None

DESCRIPTION: During Fiscal Year 2011-2012, the Dublin Historic Preservation Association (DHPA) partnered with the City to provide financial and in-kind support for a variety of activities and projects that enhanced the programs and operations of the Heritage Park and Museums. The total value of these gifts is \$11,140.00.

The gifts and contributions were formally accepted by the City Council, and the Dublin Historical Preservation Association formally acknowledged at the December 4, 2012 meeting of the City Council. The gifts include the following:

Lincoln Highway Signs

The DHPA partnered with the City to install four historical signs near the intersections of Dublin Boulevard and Donlon Way, and Dublin Boulevard and Dougherty Road. The signs are part of an effort by the Lincoln Highway Association to post historical signs that signify the Old Lincoln Highway that crossed the Country many years ago. The DHPA contributed \$156 toward procurement of the signs and the City provided the labor for installation.

Eagle Scout Projects

The Eagle Scouts partner with the City on a regular basis to create projects that will enhance the Heritage Park and Museums. In Fiscal Year 2011-2012, the DHPA provided \$5,450 in support of these Eagle Scout enhancement projects at the Heritage Park and Museums:

- Installation of pavers for the St. Raymond courtyard
- Painting of the office located in the Murray Schoolhouse
- Farm equipment conservation and display
- Creation of two outdoor chess/checker tables
- Building an enclosure to protect the tractor and wagon
- Fencing between the cemetery and new park area to protect old grave markers

COPIES TO:

ITEM NO: 8.2

Dublin Heritage Park & Museums Grand Opening

The DHPA contributed \$4,174 to host a dinner and reception Preview Party that celebrated the opening of the new park.

Archival Support

The DHPA funded \$170 to have the Kolb Collection added to the computer-based Past Perfect Collections Management Program.

Exhibits

DHPA contributed \$1,190 to partner with the City in underwriting costs associated with the exhibit Camp Park Seabees; We Build Us Fight.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

A copy of the Staff Report was distributed to the Dublin Historical Preservation Association.

ATTACHMENTS:

None