



**RACC MEETING Thursday, May 26, 2022  
7:00 – 9:00 p.m. via ZOOM**

<b><u>RACC Chair</u></b>	<b><u>RACC Vice-Chair</u></b>	<b><u>Council Liaison</u></b>	<b><u>Staff</u></b>
Florene Wiley	Melissa Kirk	Melvin Willis	Winifred Day

**RACC Members:**

Lynson Beaulieu (PAAC Chair) Tom Herriman  
Emily Leighton Phillip Mehas

Please click the link below to join the webinar:

1. <https://zoom.us/j/97618258613?pwd=Z1QzcmF0WE9KMm9MNlIQbXdvSmp4Zz09>
2. Passcode: 821698
3. Webinar ID: 976 1825 8613

Or One tap mobile :

US: +16699006833, 97618258613#, \*821698# or +13462487799, 97618258613#,\*821698#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

Webinar ID: 976 1825 8613

Passcode: 821698

International numbers available: <https://zoom.us/j/97618258613?pwd=Z1QzcmF0WE9KMm9MNlIQbXdvSmp4Zz09>

- |     |   |                  |
|-----|---|------------------|
| I.  | <b>WELCOME/CALL TO ORDER/ ROLL CALL (Chair Wiley)</b> | <b>7:00 p.m.</b> |
| II. | <b>ACTION ITEMS:</b>                                  | <b>7:03 p.m.</b> |
|     | a. APPROVE May 26, 2022 Meeting Agenda                |                  |
|     | b. APPROVE April 28, 2022 Meeting Minutes             |                  |

**III. PUBLIC COMMENTS 7:06 p.m.**

*Individuals who would like to address the Richmond Arts and Culture Commission (RACC) on relevant matters not listed on the agenda may do so under Public Comment. Public comments cannot result in discussion/action at this meeting.*

**IV. DISCUSSION ITEM/VOTE 7:08 p.m.**

- a. RACC Restructure 2022-23 FY
- b. Approve combining RACC/PAAC to one meeting per month
- c. Begin Meeting RACC/PAAC 2<sup>nd</sup> Thursday, July 14, 2022
- d. Approve no meeting in August to align with City Council Recess

**V. INFORMATION ITEMS 7:30 p.m.**

- a.

**VI. COMMITTEE REPORTS 7:45 p.m.**

- a. NPA Mini Grant Liaison Report Updates (RACC Commissioners)
- b. PAAC Report (Chair Beaulieu)
- c. PAAC RNCC Meeting Report (E. Leighton and T. Herriman)
- d. NPA Mini Grant Application Committee 2022-23
- e. Technical Assistance Workshop Committee September 2022 tbc
- f. Volunteer Outreach – Meeting Observers and Resident Survey response

**VII. April STAFF REPORT (Day) 8:15 p.m.**

**VIII. ANNOUNCEMENT: UPCOMING EVENTS 8:30 p.m.**

- a. Grantee Events
- b. Community Partner Events: Juneteenth, RMSI
- c. Love Your Block

**IX. Adjourn until June 23, 2022 9:00 p.m.**

**Attachments:**

May 26, 2022 RACC Agenda  
April 28, 2022 RACC Minutes

**ALL COMMISSION MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE**

**CORONAVIRUS DISEASE (COVID-19) ADVISORY**

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. (See, for example, March 31, 2020 County Order extending the shelter-in-place order until May

3, 2020 & March 19, 2020 statewide shelter-in-place order.) Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20). Both <https://www.coronavirus.cdhealth.org> and <http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info> provide updated coronavirus information.

**DUE TO THE SHELTER IN PLACE ORDERS**, participation in the Arts and Culture Commission will be by teleconference only. Public comment will be confined to items appearing on the agenda and will be limited to the method provided below. Consistent with Executive Order N-29-20, this meeting will utilize video/teleconferencing only. The following provides information on how the public can participate in this meeting.

**Public comments may be submitted:**

1. Via email to [winifred\\_day@ci.richmond.ca.us](mailto:winifred_day@ci.richmond.ca.us). Email must contain in the subject line **public comments – Item #**. All comments must be submitted on or before Thursday, May 26, 2022, by 4:30 pm and must include the following:

- a) Your Name
- b) Your Phone Number
- c) The item for which you wish to make a Public Comment.

Requests for comments received via email during the meeting and up until the public comment period on the relevant agenda item is closed, will be accommodated as is reasonably possible and will be limited to a maximum of one to two minutes, depending on the number of commenters.

The City cannot guarantee that its network and/or the site will be uninterrupted.

**Record of all public comments:**

All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

**Accessibility for Individuals with Disabilities**

Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to [Winifred\\_Day@ci.richmond.ca.us](mailto:Winifred_Day@ci.richmond.ca.us) or submitted by phone at 510-620-6952. Requests will be granted whenever possible and resolved in favor of accessibility.

**Effect of Advisory on In-person public participation**

During the pendency of the Executive Order N-29-20, the language in this Advisory portion the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.

**RICHMOND ARTS AND CULTURE COMMISSION (RACC)**  
**Regular Meeting Minutes**  
**Thursday, April 28, 2022**  
**7:00 p.m. - 9:00 p.m. via Zoom**

Present: Commission Chair Florene Wiley; Vice Chair Melissa Kirk; and Commissioners Lynson Beaulieu, Tom Herriman, Emily Leighton and Phillip Mehas

Absent: Council Liaison Melvin Willis

Staff Present: Arts & Culture Manager Winifred Day

**I. WELCOME / CALL TO ORDER / ROLL CALL**

The RACC meeting was called to order at 7:02 p.m.

**II. ACTION ITEMS:**

**a. APPROVE April 28, 2022 Meeting Agenda**

Commissioner Mehas requested a follow-up to the Poet Laureate Meeting with RYSE and an update on the Senior Center, both to be included under Item V. Information Items.

Chair Wiley advised that she had an announcement to add to Item VIII Announcement: Upcoming Events.

Motion by Commissioner Beaulieu, seconded by Commissioner Leighton to approve the April 28, 2022 meeting agenda, as modified, by acclimation.

**b. APPROVE March 24, 2022 Meeting Minutes**

Arts & Culture Manager Winifred Day clarified for the discussion of the Factory Bar and Food Truck Concept that the Lobster Truck was not owned by the Factory Bar.

Motion by Commissioner Beaulieu, seconded by Commissioner Herriman to approve the minutes of the March 24, 2022 meeting, as clarified, by acclimation.

**III. PUBLIC COMMENTS**

Ms. Day read public comments from Cordell Hinder: *Hello Winifred, I have a couple of comments for the record. 1. I will talk with the Youth Council to see if they are interested in joining the Arts & Culture Commission. 2. The Arts & Culture Commission is invited to a performance of CROWNS, the musical, at Contra Costa Civic Center Theatre on April 22 through May 15 at 7:30 p.m. It's \$40 for adults, \$20 for youth and proof of vaccination is required. Sincerely, Cordell.*

Ms. Day identified guests Erin Moody and Keno, who would speak later in the meeting.

#### **IV. ACTION ITEMS**

a. Approval of Nevin Plaza Art Concepts – Recommendation from PAAC

Commissioner Beaulieu, Chair of the Public Art Advisory Committee (PAAC) introduced those representing the Nevin Plaza art concept. She reported that the PAAC had received a presentation and had voted to make the recommendation that the RACC accept the PAAC recommendation for the designs of the Nevin Plaza art concepts.

Danielle Fox reported that several presentations had been provided to the PAAC to seek a recommendation for an artist, Alexandra Bowman, to design a frieze to wrap around the building at Nevin Plaza. The proposal had been endorsed by the PAAC to use designs, prints and drawings by NIAD artists to interpret into cut metal screens to surround the ground floor of the building, and had also proposed and had received the PAAC's endorsement for an interior art piece by Alice Beasley, to be made out of cut fabrics sewn together to create a montage of historic buildings and people, both from the past and the present, to illustrate Richmond's rich cultural life.

Brian Swartz, Cascade Construction, stated he was the governmental relations project manager of the overall rehab for the entire Nevin Plaza, and as part of that and with Ms. Foster had been meeting regularly and holding resident meetings with the North and East Neighborhood Council, Design Review Board, and the PAAC to solicit input for the proposal as submitted. He explained that the funding appeared to be coming together and he expected to submit for a building permit in May 2022. The grand opening of the project was expected by mid-2024.

Commissioner Mehas supported the project but remained uncomfortable with the piece of public art being installed in the office.

Ms. Fox explained that the requirement in general for interior public art pieces was that they be open and accessible to the public during at least a minimum of regular business hours. The art piece had not been placed in the resident lobby because a resident key would be required to enter and it would not be open to the public. The piece would be located in the entry into the Housing Authority office with entry directly from the street, and would acknowledge the contribution that the Housing Commission had made to the community and to the building allowing those living in the building access to art.

Without a motion and second, the Chair called for a vote to accept the PAAC's recommendation to approve the Nevin Plaza art concepts, which was unanimously approved by raised hands.

b. Approval of Washington School Art Banners – Recommendation from PAAC

Commissioner Beaulieu reported that the PAAC had received the presentation for the Washington School Art Banners and had recommended that the RACC approve the banner designs that would represent the art of over 50 students.

Kenoli Oleari and Sharon Goods, Directors of the project for Taking it Outdoors Arts of Point Richmond, had presented the proposal a number of times. He stated they were ready to go and just waiting for approval and had done a lot of work on the banners, copies of which had been provided to the RACC. The theme of the show was Cultural Diversity and Diversity in Nature and the students had expressed their artful imagination in the art provided. He stated they would soon have 30 banners representing over 50 pieces of art shown in the schoolyard and teachers were excited to have a barrier for the public sidewalk given some controversial activities in that area.

Commissioner Beaulieu stated the schools did not have art materials and one of the gifts presented to the school was an art cart where all the students could have access to the art material. She especially thanked Mr. Oleari and Ms. Goods for making the art cart available to Washington School and expressed a hope that might be able to be done for more schools.

Mr. Oleari stated it was wonderful connecting with the students and the teachers who had been influential in teaching art because the quality of art varied from classroom to classroom. He added there were a number of artists in Arts of Point Richmond who were interested in donating art materials to the school and there was a hope to have a long-term ongoing relationship with art-tutoring and art class opportunities.

Commissioner Mehas recommended that the applicants consider applying for future art grants.

Mr. Oleari further clarified, when asked about the permanence of the art project, that the plan was to switch the banners from the inside to the outside and keep them up through the fall. He also reported there was a sister project called Taking it Outdoors to display the art of local artists, also on banners, where over a hundred banners would be displayed around Point Richmond between the school and downtown Point Richmond. He expressed a desire to continue to apply for funds to make this a permanent activity and he invited everyone to see what was going on in Point Richmond, particularly since a recent art stroll in Point Richmond had engaged over 200 participants.

Motion by Commissioner Beaulieu, seconded by Commissioner Mehas to accept the PAAC's recommendation to approve the Washington School Art Banners, carried unanimously by raised hands.

## **V. INFORMATION ITEMS**

### **a. Update on the Senior Center (P. Mehas)**

Ms. Day reported she had just received copies of the new banners, the firm managing the project was out of Los Angeles, and the installers were out of Berkeley. She was waiting to receive the insurance document from the installers before the installation of the work. A full installation plan was also required and she was managing the receipt of an encroachment permit and a variety of other things that had to occur prior to installation. She expressed her hope all that could occur within the next 30 days.

While Ms. Day understood the banners would last more than three years, she had no other information related to longevity or the potential fading of the banners.

b. Follow-up to Poet Laureate Meeting with RYSE (P. Mehas)

Chair Wiley reported there had been a meeting with Ciera-Jevae Gordon at the RYSE Center to discuss how to transition the Youth Poet Laureate away from the RYSE administration and merge it with the Adult Poet Laureate being managed by the RACC. There was as yet no plan but there was agreement that the Adult and Youth Poet Laureate would be managed by the RACC. Given the exemplary process that RYSE had created for the Youth Poet Laureate, it was hoped that process could be incorporated into the Adult Poet Laureate, and RYSE was expected to continue to be involved in a hybrid process. She expected a more conclusive meeting in May to result in a plan.

Chair Wiley spoke to the inception of the term Poet Laureate, a copyright issue; and Commissioner Mehas explained that there was a nationwide connection with a network that tied Poets Laureate together, and given the work that RYSE had already done he wanted to encourage and honor RYSE and form a partnership with RYSE.

## **VI. COMMITTEE REPORTS**

a. NPA Mini Grant Liaison Report Updates (RACC Commissioners)

Chair Wiley supported the great art being produced as a result of the grants and the liaison work.

Ms. Day added that as of this date she had received an update from each candidate, the updates had been forwarded to the RACC, and in June after the projects had been completed the Department would put together a comprehensive presentation of the work being done. While not all the projects had been finished at this point, a great deal of work had already been done and the results were impressive. She stated that the applications for the next cycle of NPA Mini Grants were currently under review.

Commissioner Beaulieu noted that there were a number of award-winning artists involved with the NPA Mini Grants and she wanted to make sure to celebrate them as the nationally and internationally known artists that they were.

Chair Wiley wanted to make sure that a formal documentation of what had been done would be provided.

b. PAAC Report (Chair Beaulieu)

Chair Beaulieu reported that the PAAC had met on April 14, 2022 to review and approve the designs for Nevin Plaza and Washington School art projects. She updated the discussions of other ongoing art projects.

When asked by the Chair, Ms. Day described the maintenance protocol at Ookwe Park with the Ohlone family, which had adopted the park.

Ms. Day explained that every other week the Ohlone family's registered volunteers went to the park to weed raised beds where there were plantings. The City's Park Supervisor had identified a good relationship being developed with the Ohlone family and Richmond in terms of Ookwe Park. It was noted that the Ohlone family would not be weeding the gravel area. The areas where the City would work and the areas where the Ohlone family would work had been defined. The process was being used as a national model.

With respect to signage, Ms. Day reported that the graphic designer would be submitting the draft of the didactic signage, the directional signage had been provided to the RACC, and the botanical markers signage would be forthcoming. She reported that the stone installed by the artist to dedicate the park appeared to be cracked and when the artist was available the damage and its potential correction would be identified.

Commissioner Mehas stated with respect to signage that there should be a maintenance fund for all of the new projects to ensure funds set aside for maintenance purposes. In terms of the text and the logo, he hoped it would not ruin the signage to include logos. He suggested there should also be sizes proportionate to the sign. He asked who paid for the signs placed in each of the City's parks.

Chair Wiley suggested those issues would be better addressed by the PACC.

c. PAAC RNCC Meeting Report (E. Leighton and T. Herriman)

Commissioner Leighton described the meeting with the Richmond Neighborhood Coordinating Council (RNCC) which would fill out surveys proposing potential locations and how they might want to collaborate on art in their neighborhoods. The survey had been reviewed and sent and responses were expected by June.

Commissioner Herriman reported that the response from the RNCC was very positive.

Ms. Day clarified that Commissioners Leighton and Herriman had put the survey together and staff had translated it into the electronic version. She also clarified that there were over 40 neighborhood councils and the RNCC meeting had comprised one president per neighborhood council. The survey expected would be from each neighborhood and the PAAC would review the surveys with a deadline of June 2, 2022. Once responses had been received, the most promising responses with details of the vision desired would be identified.

On the discussion, it was clarified that the funding for the program, \$100,000 at this point, had been gleaned from the in-lieu funds from those projects that would not have an art project on site consistent with the requirements of the City's Percent for Art Resolution. The intent was that a fairly large piece of art to be created as part of this process would be placed in an underrepresented neighborhood.

Chair Wiley expressed the need for a Public Information Officer for the City to identify the good things that were happening in the City of Richmond.

d. NPA Mini Grant Application Committee 2022-23

Ms. Day suggested by the next meeting there would be a draft NPA Mini Grant Application for review.

Commissioner Mehas stated that a draft had been submitted and comments had been made. He noted that the process was moving along, but slower.

Chair Wiley advised that the application had been reviewed a number of times to create a process for the review of mini grants by narrowing down the total number of applications to a manageable number that the whole Commission could interview.

Ms. Day concurred that the details had to be worked out to address the \$65,000 available for awards, with a model, similar to other grant programs in the community, to narrow down the candidate list to a manageable level to streamline the process and to allow interviews before the full Board.

Chair Wiley urged keeping in mind transparency with full documentation, and Ms. Day explained that would be addressed through the point system and that had all been included in the application.

e. Technical Assistance Workshop Committee September 2022

Chair Wiley had nothing to report with respect to the Technical Assistance Workshop Committee but would have something to report at the May meeting.

f. Volunteer Outreach – Meeting Observers and Resident Survey Response

Ms. Day advised that the two guests were potential volunteers. Keno had visited both PAAC and RACC meetings, and had filed an application to the RACC.

Erin Moody introduced herself and stated she was a volunteer at the Richmond Museum of History and Culture and suggested a discussion between the two groups would be important. She was also interested in volunteering and was aware of the problems with respect to appointing more Commissioners. She was a needlework artist, a long-time Girl Scout leader, and had a graduate degree in education. She responded to questions and looked forward to learning more about the RACC.

Keno was interested in learning and sharing her passion for art within the City she knew and loved. She called herself a creative and enthusiast, and she too looked forward to learning more about the RACC.

Commissioner Leighton emphasized the need for more people on the Commission with volunteers to become Commissioners when that was possible. She stated there were areas in the next six months where the volunteers could help. She added that the only thing that volunteers did not have were voting rights on the RACC.

Both Erin and Keno were encouraged to fill out the volunteer application to formalize the process and to submit an application to become a Commissioner.

Ms. Day stated that the appointment of new Commissioners would not occur until after the election in November 2022.

## **VII. March STAFF REPORT**

Ms. Day referred to her detailed staff report and stated she was working on contracts and a variety of things that would support all the ongoing activities. She clarified that she would be attending the Americans for the Arts National Conference in Washington, D.C. from May 13 to May 23, and would be meeting with her counterpart in Washington, D.C. during that time. She noted there was a summary of the best projects in the country and she hoped the City of Richmond could submit entries next year to be included in that summary.

Commissioner Mehas commented at one time there were funds available to send Commissioners to that conference and he expressed his hope that could again be considered in the future.

## **VIII. ANNOUNCEMENT: UPCOMING EVENTS**

- a. City of Richmond Poet Laureate and RYSE Mini Grant Youth Poet Laureate City Council Meeting Reading April 26 at 6:30 P.M. (Reading Continued to Another Meeting)
- b. Grantee Events
- c. Community Partner Events
- d. Announcement (F. Wiley)

Chair Wiley advised that she would be submitting her resignation from the RACC to the City Clerk, effective June 30, 2022 given that her job responsibilities had increased to the point where she was too stretched to be able to continue to serve. She also wanted to create an art business in Richmond and there was a time limit to address that desire since she was prohibited as a sitting Commissioner from doing that. She added that she had been thrilled to have been involved in the cultural landscape of Richmond.

## **IX. ADJOURN until May 26, 2022**

On motion by Commissioner Beaulieu, seconded by Commissioner Mehas, and carried unanimously by hands raised to adjourn at 8:32 p.m. to a Regular Meeting of the RACC on May 26, 2022.