

**CITY OF WEST HOLLYWOOD
ARTS AND CULTURAL AFFAIRS COMMISSION
MEETING AGENDA**

To comply with the Americans with Disabilities Act of 1990, if you require special assistance to attend or participate in this meeting, please call the City Council Offices at (323) 848-6460 at least 48 hours prior to the meeting. The City TDD line for the hearing impaired is (323) 848-6496.

Written materials distributed to the Arts and Cultural Affairs Commission within 72 hours of the Arts and Cultural Affairs Commission meeting are available for public inspection immediately upon distribution in the Economic Development Department at 8300 Santa Monica Boulevard, West Hollywood, California, during normal business hours. They will also be available for inspection during the Arts and Cultural Affairs Commission meeting at the staff liaison's table.

Thursday, February 24, 2011 – 5:00 p.m.

Location: Community Conference Room, 1st Floor, City Hall
8300 Santa Monica Boulevard, West Hollywood

CALL TO ORDER (5:00 PM)

- A. Roll Call
- B. Posting of Agenda
- C. Staff Comments on Agenda
- D. Approval of the Agenda

I. CONSENT CALENDAR

The Commission will review and consider approval of the following consent items that include recommendations proposed by the Commission subcommittee.

- A. Arts and Cultural Affairs Commission minutes of January 27, 2011.
- B. Performing Arts and Cultural Affairs Subcommittee minutes/actions of February 10, 2011.
- C. Plummer Park Art Process Team Actions Report of February 14, 2011.
- D. City Hall Parking Structure Art Process Team Actions Report of February 16, 2011.
- E. Urban Art Subcommittee Minutes/actions of February 17, 2011.

II. ITEMS FROM THE PUBLIC (5:10 PM)

The public is given the opportunity to address the Commission on any item within its responsibility. At the discretion of the Commission, speakers may be limited to three minutes each.

III. UNFINISHED BUSINESS (5:15 PM)

A. 2010-2012 Arts and Cultural Affairs Commission Work Plan and Budget (5:15 PM)

The Commission will review its 2010-2012 Work Plan approved February 25, 2010.

Recommendation: Review and discuss Work Plan and Budget, provide direction as applicable.

B. ACAC Endorsement Process (5:30 PM)

The Commission will discuss and review its process and purpose for endorsing an arts or culture event and review its endorsement request form.

Recommendation: Discuss endorsement process, review endorsement form and provide direction as applicable.

C. Revenue Advocacy Research Study Update (5:50 PM)

The Commission will receive an update from staff regarding the revenue advocacy research study being conducted by Cultural Affairs Intern Megan MacDonald.

Recommendation: Receive and file.

IV. NEW BUSINESS (6:00 PM)

A. West Hollywood Book Fair (6:00 PM)

City of West Hollywood Book Fair Coordinator Roz Helfand will report on the City's 2011 Book Fair to be held Saturday, October 1, 2011 at West Hollywood Park and the New West Hollywood Library.

Recommendation: Receive report.

B. Commission Development (6:10 PM)

Chair Ken Sherman will facilitate a discussion with the commissioners about possible learning and educational opportunities to assist in Commission knowledge and understanding regarding trends and initiatives in the arts and culture community. Such opportunities could be periodically included in Commission meetings under the agenda topic "Commission Development."

Recommendation: Discuss and provide direction as applicable.

C. Commission Consent Calendar and Subcommittee Project Communication (6:20 PM)

The Commission will discuss the purpose of the Consent Calendar and possible strategies to better share information about significant projects overseen by the Commission's various subcommittees.

Recommendation: Discuss and provide direction as applicable.

V. EXCLUDED CONSENT (6:30 PM)

VI. ITEMS FROM THE CHAIR

VII. ITEMS FROM THE COMMISSION

VIII. ITEMS FROM STAFF

IX. ADJOURNMENT (6:40 PM)

The Commission will adjourn to its next meeting scheduled for March 24, 2011 at 5:00 p.m. in the Community Conference Room at City Hall.

AFFIDAVIT OF POSTING

State of California)
County of Los Angeles)
City of West Hollywood)

I declare under penalty of perjury that I am employed by the City of West Hollywood, in the Administrative Services Department, in the Office of the City Clerk and that I posted this agenda on:

Date: **February 18, 2011**

Signature: _____
Office of the City Clerk