



## **CULTURAL ARTS ADVISORY COMMITTEE SPECIAL MEETING MINUTES**

Monday, September 30, 2024, 9:00 am.

Recreation Center, Conference Room B, 477 Lincoln Circle, Millbrae, CA 94030

**I. CALL TO ORDER/ROLL CALL** – Committee Chair John Hippely called the meeting to order at 9:04 a.m.

ROLL CALL – Present: Committee Chair John Hippely; Committee Vice-Chair Jessica Cecena; Committee Member Nicole Germaine, Cecelia Perez; Recreation Services Manager Geoffrey Gabriel

Absent: Committee Member Zuolu Liu, Alternate Member Lisa Marradi

**II. LAND ACKNOWLEDGEMENT**

**III. APPROVAL OF MINUTES** – Committee Member Germain moved to approve the meeting minutes from September 9, 2024; Committee Chair Hippely seconded. Vote: 4-0-0

**IV. PUBLIC COMMUNICATION** - None

**V. EXISTING BUSINESS**

a. Dia De Los Muertos – Work Plan Item

i. Event date is finalized:

- Great Hall North and South and the Fitness Center are reserved for 11/1, 3:00-9:00 p.m.

ii. Plan for the event

- Invite vendors – Committee Member Perez and Vice-Chair Cecena will invite vendors
- Invite local car club – Committee Member Perez will invite the Low Rider Car Club
- Ofrenda -- Committee Chair Hippely will contact Gina Miranda to arrange the Ofrenda
- Dance Group – Committee Chair Hippely will follow up with the Mills High School Dance Group
- DDLM Art Contest – Committee Member Perez and Vice-Chair Cecena will organize the details of the Art Contest.
- Face Painting – Committee Chair Hippely will follow up with Gina Miranda regarding the Face Painter
- Photo Booth/Photo Opp – Committee Member Perez will provide the Photo Booth

iii. Event flyer – Approved by the committee; 4-0-0

**VI. NEW BUSINESS**

a. None

**VII. STAFF ANNOUNCEMENT** – Report from Staff Liaison

a. events:

i. Beats, Brews & Vines – Thursday, October 17<sup>th</sup>

- 6:00-7:30 p.m. – The GTC Band
- 8:00-9:30 p.m. – Native Elements
- Downtown Millbrae, Broadway (Hillcrest to La Cruz)

**VIII. SUBCOMMITTEE REPORTS**

**IX. CITY COUNCIL UPDATE** – Report from City Council Liaison

**X. ADJOURNMENT** - Next meeting, October 14, 2024, at 9:00 am.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE GET IN TOUCH WITH GEOFFREY GABRIEL AT (650) 259-2478. NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.

LANGUAGE INTERPRETERS: LANGUAGE SERVICE IS AVAILABLE AT ALL REGULAR AND SPECIAL COUNCIL MEETINGS IF MADE AT LEAST 48 HOURS IN ADVANCE OF THE MEETING TO HELP ENSURE AVAILABILITY. FOR MORE INFORMATION OR TO REQUEST SERVICE, PLEASE CALL GEOFFREY GABRIEL AT (650) 259-2478.

所有常規及特別市議會會議（CULTURAL ARTS ADVISORY COMMITTEE MEETINGS）都可以提供中文的語言翻譯服務。需要翻譯服務的人士，必須在會議前最少48小時提出申請。如想了解更多資訊或申請有關服務，請致電 (650) 259-2478

INTÉRPRETES DE IDIOMAS: EL SERVICIO DE IDIOMAS ESTÁ DISPONIBLE EN CHINO EN TODAS LAS REUNIONES REGULARES Y ESPECIALES DEL CONSEJO SI SE REALIZA AL MENOS 48 HORAS ANTES DE LA REUNIÓN PARA AYUDAR A GARANTIZAR LA DISPONIBILIDAD. PARA OBTENER MÁS INFORMACIÓN O PARA SOLICITAR SERVICIO, LLAME A GEOFFREY GABRIEL AL (650) 259-2365. (REUNIONES DEL CONSEJO)

MATERIALS RELATED TO AN AGENDA ITEM THAT ARE SUBMITTED TO THE CULTURAL ARTS ADVISORY COMMITTEE AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION IN THE RECREATION DEPARTMENT'S OFFICE AT 623 MAGNOLIA AVENUE, MILLBRAE, CA 94030, MONDAY–FRIDAY FROM 8:30 AM TO 5:00 PM.