



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

Monday, May 8, 2023, 8:30 a.m.

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

I. CALL TO ORDER/ROLL CALL – Committee Chair Amy Lauer called the meeting to order at 8:38 a.m.

Present: Committee Chair Amy Lauer, Vice-Chair John Hippely, Committee Member Nicole Germain, City Liaison Geoffrey Gabriel, and Vice-Mayor Maurice Goodman.

Absent: None

II. APPROVAL OF MINUTES – April 17, 2023, Special Meeting Minutes were approved. Vote 3-0: Vice-Chair Hippely – 2nd Chair Lauer

III. PUBLIC COMMUNICATION - None

IV. EXISTING BUSINESS

a. Spring 2023 Art Show

- Marketing
 - Printed flyers (will print more as needed)
 - Flyer distribution to Capuchino (update)
 - a. Vice-Chair Hippely distributed flyers to Capuchino High School and Meadows Elementary School
 - Flyer distribution to Mills (update)
 - a. Committee Member Germain distributed flyers to Taylor Middle School and KTLR
 - Digital flyers – send flyers via email to Vice-Mayor Goodman
- Schedule
 - Thursday – 4:00-7:00 p.m.- Vice Chair Hippely, Chair Lauer
 - Friday – Vice-Chair Hippely; 3:00 p.m.-Chair Lauer; Committee Member Germain later
 - Saturday-11:00 a.m. – 2:00 p.m.-Vice-Chair Hippely & Committee Member Germain

b. 2023-2024 Cultural Arts Work Plan

- Presentation: May 23, 2023

c. Rotating Art wall project update

V. NEW BUSINESS

- a. None

VI. STAFF ANNOUNCEMENT – Report from Staff Liaison

- a. 5/9 Monthly Birthday Luncheon
b. 5/19-20 Millbrae Art Show

VII. SUBCOMMITTEE REPORTS

VIII. CITY COUNCIL UPDATE – Report from City Council Liaison

IX. ADJOURNMENT

a. Next meeting:

- June 12, 2023, 9:00 a.m. – CANCELED.
- June 26, 2023, 9:00 a.m. – SPECIAL MEETING

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) 259-2365.

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 A.M. TO 5:00 P.M.