

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE CULTURAL ARTS COMMISSION**

**1. CALL TO ORDER**

The Torrance Cultural Arts Commission convened in a regular session at 7:01 p.m. on Monday, January 24, 2005, in the West Annex meeting room at Torrance City Hall.

**2. FLAG SALUTE**

Chairperson Armstrong led the Pledge of Allegiance.

**3. ROLL CALL**

Chairperson Armstrong read the following statement: "There was a scrivener's error in the posting of the Cultural Arts Commission meeting agenda for the January 24, 2005 meeting. The date on the agenda was incorrectly listed as Monday, January 27, 2005 instead of Monday, January 24, 2005. January 24, 2005 at 7:00 p.m. is the regular night, time, and place for our meeting. Our last meeting was adjourned to January 24, 2005. All parties that received an agenda with the incorrect date were sent a revised agenda with the correct date."

Present: Commissioners Miller, Smisek, Smith, Stadler, Wang, and Chairperson Armstrong.

Absent: Commissioner Strehler.

Also Present: Acting Community Services Director Barnett, General Services Director Ballew, Cultural Services Administrator Myers, Facilities Operations Manager Megerdichian, Facility Services Manager Landis, Senior Cultural Services Supervisor McClelland, and Cultural Services Consultant Powers.

Cultural Services Administrator Myers relayed Commissioner Strehler's request for an excused absence for this meeting.

**MOTION:** Commissioner Smith moved to grant an excused absence to Commissioner Strehler for the January 24, 2005 Cultural Arts Commission meeting. Commissioner Miller seconded the motion; a voice vote reflected unanimous approval.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Stadler moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Smisek seconded the motion and, hearing no objection, Chairperson Armstrong so ordered.

**5. APPROVAL OF MINUTES**

**MOTION:** Commissioner Miller moved for the approval of the December 20, 2004 Cultural Arts Commission meeting minutes as submitted. The motion was seconded by Commissioner Stadler and passed by unanimous voice vote approval (absent Commissioner Strehler).

Cultural Services Administrator Myers advised the Commission that the minutes for the November 15, 2004 would be available for approval at the February 28, 2005 Commission meeting.

**6. UNFINISHED BUSINESS**

**6A. JOSLYN GALLERY CONSTRUCTION UPDATE**

Cultural Services Administrator Myers noted the report included in the material of record and introduced staff members from General Services.

General Services Director Ballew presented an overview of the Joslyn Gallery renovation project. She stated that she wanted to provide facts about the timeline and completion date of the renovation, address concerns raised by Commissioners, and provide an alternative form of communication on remaining construction project information to the Commission.

She distributed copies of the December 22, 2004 memo from Cultural Arts Business Manager Botiller that detailed the projected timeline for the completion of Phase 1 (Interior) and Phase 2 (exterior) of the Gallery renovation. She stated that completion of Phase 1 was still targeted for the end of February 2005 and Phase 2 was in its preliminary stage, with completion expected in July-August 2005. She introduced General Services staff members and distributed a flyer outlining City construction projects routine communication protocol. She stated that this form of communication has not been effective and that she would propose an alternative solution.

With the aid of charts, she explained the eight basic steps of the construction process, from preliminary meetings with the architect to final walk through. She described how this process related to the Joslyn Gallery Renovation Timeline, from its initial conception in 1999 to the present. She stated that a project of this scope should take a total of 18 months. She explained why Phase I and Phase II could not be done at the same time. She described the delays that affected the project that included the three years that it took the architect to complete the draft, the necessity for staff to bridge the gap between contractor and architect, damage created by free demolition in 2001, and increased electrical requirements required by Southern California Edison.

She assured Commissioners that the Department was making every attempt to complete the project as soon as possible. She proposed that each month the Facility Services Division would prepare a monthly construction update for all City projects to be included in the agenda packet for the Commission.

Commissioner Smith stated that last year she continually asked for a representative from General Services to attend Commission meetings. In response to her inquiry regarding funding for Phase 2, General Services Director Ballew explained

that funding would be appropriated after the bidding process. Acting Community Services Director Barnett noted that City Council has approved the funding conceptually and did not see funding an issue.

Facility Services Manager Landis answered Commissioner Smith's inquiries regarding problems with the architect and contractor. He explained that the architect was terminated, that staff answered as many questions asked by the contractor as they could, and that it was necessary to hire outside consultants. He explained the necessary electrical upgrades, the hiring of an electrical contractor, and negotiations with South California Edison. He advised that a different contractor would be used for Phase 2, that plans would be submitted to plan check next week, that plan check would take approximately one month, and that actual construction would only take a couple of months.

Acting Community Services Director Barnett introduced himself, assured the Commission that the project was moving forward as quickly as possible, and stated that the City was fortunate to have resources from developer fees.

**7. NEW BUSINESS**

**7A. ANNOUNCE COMMISSION REAPPOINTMENTS**

Cultural Services Administrator Myers announced the appointment of Marianne Strehler to the Commission and congratulated Commissioner Stadler on her reappointment.

**7B. 2005 EXCELLENCE IN ARTS AWARDS**

Cultural Services Consultant Powers relayed Commissioner Strehler's request to be on the Visual Arts committee.

The Commission selected chairs for each of the following award committees:

Music	Commissioner Smisek
Dance	Commissioner Stadler
Visual Arts	Commissioner Strehler
Literary Arts	Chairperson Armstrong
Arts Education	Commissioner Wang
Drama	Commissioner Smith
Katy Geissert Award	Commissioner Miller

**8. STANDING COMMITTEE REPORTS**

**8A. EXCELLENCE IN ARTS**

No report.

**8B. COMMUNITY CULTURAL PLAN**

No report.

**8C. MAP I/MAP III**

Previously discussed at this meeting.

**8D. GRANT REVIEW COMMITTEE**

Cultural Services Administrator Myers advised that grant applications would be mailed to non-profit arts organizations in February 2005.

**9. MONTHLY DEPARTMENT REPORTS**

Cultural Services Consultant Powers reported that the first Works in Progress program, "Trial of Lenny Bruce, 1964," would be presented on February 23, 2005. He stated that Councilmember Nowatka and Community Services Commissioner Hachmeister were starring in the program.

At Commissioner Armstrong's request, he explained the process for advertising for auditions. He stated that they were able to attract actors because the time commitment was limited and that a lengthy rehearsal process was not required.

He advised that the first planning meeting for the June 5, 2005 "Ooodles of Noodles" would be January 27, 2005. He stated that planning for Wild Wednesdays! was underway, with the audition and selection of artists for the program.

Senior Cultural Services Supervisor McClelland reported that auditions and casting were underway for Torrance Theatre Company's production of "The Taming of the Shrew." He announced that Programming Arts Specialist Gia Inferrera would be starring in the production and that they were attempting to get equity actors involved in the show. He reported that classes for the Winter Session began last week and that Artline was mailed out.

Facilities Operations Manager Megerdichian advised that the timing for the Armstrong Theatre lighting was adjusted and that the windows would be installed next week. Commissioners commented that the temperature in the theatre was too cold.

Commissioner Miller recommended that the rubber mat by the front door of the Theatre be secured.

**10. ORALS**

**10A.** Commissioner Smisek described a busy weekend for the Cultural Arts Center Foundation that included Peter Duchin's orchestra on January 21, "The Peacemakers" on January 22, and Sally Ride on January 23, 2005.

**10B.** Commissioner Stadler suggested that the Commission prepare a letter of support for the arts for submittal to the Torrance Unified School District. Cultural Services Administrator Myers advised that he would check on the procedure.

**10C.** Commissioner Wang stated that she spent two weeks in Vietnam and Cambodia and wished fellow Commissioners a happy Chinese New Year.

**10D.** Commissioner Miller commented on the large number of Girl Scouts who attended the Sally Ride lecture. She stated that she enjoyed Peter Duchin, "The Peacemakers," and the Torrance Symphony. She stated that her relatives from Ohio were impressed with a tour of the Cultural Arts Center. She shared a newspaper article about muralist Kent Twitchell.

**10E.** Commissioner Smith stated that this month she was involved in celebrating the life of Bob Stewart who passed away on January 14, 2005. She stated that she was attending a tsunami relief dinner tomorrow at the Beverly Hills Hotel and that she was looking forward to Foundation programming in February 2005.

**11. ADJOURNMENT**

**MOTION:** At 8:28 p.m., Chairperson Armstrong adjourned the meeting in memory of Bob Stewart and former Cultural Arts Commissioner Dr. Robert Haig. The next meeting was scheduled for February 28, 2005 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

Approved as Written February 28, 2005 s/ Sue Herbers, City Clerk
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