



## AGENDA

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REGULAR MEETING - WEDNESDAY, NOVEMBER 16, 2016  
ATRIUM CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET  
6:15 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL** – Committee members Branyon, Chan, Donahue, Vice Chair Murray, and Chair Palay.

3. **MINUTES APPROVAL**

Minutes for the October 19, 2016 meeting have been delivered to Committee members and a copy posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

5. **UNFINISHED BUSINESS**

5.1 **ONE-ACT PLAY FESTIVAL SUBCOMMITTEE REPORT**

**Background:** The One-Act Play Festival was held on October 23, 2015. The Performing Arts Committee (PAC) will be working with the Foothill College Drama Department on the event for February 2017.

**Recommendation:** Discuss outreach for a broader marketing plan to support ticket sales. Hear an update from the Subcommittee regarding next steps.

5.2 **PAC SECONDSTAGE FEE WAIVER PROGRAM**

**Background:** At the December 11, 2013 PAC meeting, the PAC approved a SecondStage Fee Waiver Program and created a subcommittee to review any

applications. The PAC provided their first fee waiver under this program at the November 10, 2015 meeting.

**Recommendation:** Review all currently received fee waiver applications.

### 5.3 HOME COMPANY SELECTION PROCESS

**Background:** On October 25, 2016, the PAC met with City Council in a joint Study Session to discuss whether or not to proceed with a Home Company selection process.

**Recommendation:** Review and discuss the October 25, 2016 joint Study Session. Review attached Post-Council Study Session immediate action item and nonimmediate action item.

### 5.3 501(c)(3) FORMATION

**Background:** Over the last few years, the PAC planned and initiated activities for the formation of a nonprofit group (as a 501(c)(3) entity) to help fund and present special events at the Mountain View Center for the Performing Arts (MVCPA). At the August 31, 2016 PAC Special Meeting, Committee member Chan requested to revisit the effort in order to better define the group's goal and how the PAC, MVCPA, and other City resources can assist in its formation.

**Recommendation:** Hear an update from the Subcommittee on next steps.

6. **NEW BUSINESS** – None.

## 7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

No action will be taken on any questions raised by the Committee at this time.

### 7.1 PAC REVENUE AND EXPENSE SPREADSHEET (INFORMATIONAL ITEM)

## 8. ADJOURNMENT

## AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to Jenn Poret at 650-903-6556.
- Interested persons may review the agenda and staff reports at the Mountain View Center for the Performing Arts beginning the Friday before each regular meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE – Reference: Americans with Disabilities Act, 1990**  
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Mountain View Center for the Performing Arts office at 650-903-6565 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE –**Any writings or documents provided to a majority of the Performing Arts Committee regarding any item on this agenda will be made available for public inspection in the Center for the Performing Arts office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

## ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the “Oral Communications” part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



## MINUTES

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REGULAR MEETING - WEDNESDAY, OCTOBER 19, 2016  
ATRIUM CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET  
6:15 P.M.

1. **CALL TO ORDER**

The meeting was called to order by Vice Chair Murray at 6:15 p.m.

2. **ROLL CALL**

**Present**— Committee members Branyon, Chan, Donahue, and Vice Chair Murray.

**Absent at Roll Call**— Committee member Chan (arrived at 6:16 p.m.).

**Absent**— Chair Palay (excused).

**Staff Present**— Performing Arts Manager Scott Whisler and Booking Coordinator Jenn Poret.

3. **MINUTES APPROVAL**

**Motion**— M/S Chan/Donahue— Carried 4-0-1; Palay absent— Minutes for the September 21, 2016 meeting were approved.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**— None.

5. **UNFINISHED BUSINESS**

5.1 **ONE-ACT PLAY FESTIVAL SUBCOMMITTEE REPORT**

NOTE: Item 5.1 was considered out of agenda order.

The Committee discussed the 2017 One-Act Play Festival and answered questions.

## 5.2 PAC SECONDSTAGE FEE WAIVER PROGRAM

Booking Coordinator Poret reported no applications were submitted for the SecondStage Fee Waiver Program.

## 5.3 HOME COMPANY SELECTION PROCESS

NOTE: Item 5.3 was considered out of agenda order.

Manager Whisler and the Committee reviewed the proposal to Council and answered questions.

SPEAKING FROM THE FLOOR IN SUPPORT AND/OR WITH RECOMMENDATIONS AND CONCERNS:

- Alexi Zubiria, Artistic Director, Western Ballet – Mr. Zubiria voiced concerns regarding the wording used in the proposal.
- Bill Adler, Board Member Emeritus, TheatreWorks Silicon Valley – Mr. Adler voiced concerns regarding the wording used in the proposal.
- Nancy Savokhan voiced concerns regarding the wording used in the proposal.
- Alison Share, Assistant Artistic Director, Western Ballet – Ms. Share voiced concerns regarding the wording used in the proposal.

## 5.4 501(c)(3) FORMATION

NOTE: Item 5.4 was considered out of agenda order.

The Subcommittee gave an update on progress and answered questions.

## 6. NEW BUSINESS – None.

**7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS**

**7.1 PAC REVENUE AND EXPENSE SPREADSHEET (INFORMATIONAL ITEM)**

NOTE: Item 7 was considered out of agenda order.

Committee member Branyon gave a brief background of herself and her history of performing and producing performances.

Manager Whisler announced the Mountain View Center for the Performing Arts has hired a new Operations Manager—Daniel Kays from the City of Vista—after the position has been vacant for 2.5 years. Mr. Kays will join the team at the end of November.

**8. ADJOURNMENT**

At 7:33 p.m., the Performing Arts Committee adjourned to the next Regular Meeting to be held on Wednesday, November 16, 2016, at 6:15 p.m. in the Atrium Conference Room, Mountain View City Hall, 500 Castro Street.

Attest by:



Jenn Poret  
Booking Coordinator

Approved by:



Daniel Palay  
PAC Chair

### POST-COUNCIL STUDY SESSION REVIEW AND ACTION ITEMS

#### Immediate Actions

Proceed with SecondStage Home Company Program search process as detailed in the previous plan approved by Council.

#### Overall Feedback

- Council recommended we do not revamp or reopen the Home Company Program until a future date when both current Home Company contracts come up for renewal at the same time (most likely date would be 2023).
- Council recommends the Performing Arts Committee look at restarting these Home Company planning discussions at least two years prior to joint expiration date of current Home Company contracts.
- Council was open to interim changes in the Primary Booking process, including:
  - The establishment of some sort of hybrid tier booking program to help meet desired genre diversity; possibly set up a “lesser tier.”
  - The deprioritization of cost recovery when it comes to adjudicating potential Primary Booking clients.

JP/5/CSD  
210-11-16-16AI-E

PERFORMING ARTS COMMITTEE  
REVENUE AND EXPENSE

Item 7.1

Date	Revenue	Expense	Net Funds
6/1/2009	\$500.00		\$1,997.91 ✓
10/1/2009		\$65.98	\$1,931.93
10/27/2009		\$152.95	\$1,778.98
11/10/2009		\$85.00	\$1,693.98
3/17/2010		\$8.96	\$1,685.02 ✓
8/6/2010	\$2,325.00		\$4,010.02
9/1/2010		\$112.48	\$3,897.54
9/22/2010		\$500.00	\$3,397.54
9/23/2010		\$200.00	\$3,197.54
9/23/2010		\$30.00	\$3,167.54
10/11/2010		\$100.00	\$3,067.54
10/11/2010		\$100.00	\$2,967.54
10/11/2010		\$751.25	\$2,216.29
10/15/2010	\$330.42		\$2,546.71
10/22/2010		\$688.17	\$1,858.54
12/10/2010		\$129.00	\$1,729.54
12/10/2010		\$385.00	\$1,344.54
1/12/2011		\$150.00	\$1,194.54 ✓
1/25/2011	\$8.48		\$1,203.02
2/10/2011		-\$18.00	\$1,221.02
7/29/2011	\$292.38		\$1,513.40
10/11/2011		\$212.66	\$1,300.74
10/24/2011		\$800.00	\$500.74
2/15/2012		\$22.34	\$478.40
6/6/2012	\$999.09		\$1,477.49
6/26/2012		\$36.00	\$1,441.49 ✓
8/30/2012		\$9.00	\$1,432.49
10/15/2013		\$800.00	\$632.49
9/25/2014		\$43.37	\$589.12
11/26/2014	\$352.84		\$941.96
10/22/2014		\$27.00	\$914.96
4/23/2015		\$32.61	\$882.35
4/28/2015		\$86.17	\$796.18
4/28/2015		\$59.92	\$736.26
4/29/2015		\$70.00	\$666.26 ✓
			End of FY2014-15
7/10/2015	\$1,580.66		\$2,246.92
8/31/2015		\$289.00	\$1,957.92
9/14/2015		\$108.75	\$1,849.17
10/25/2015	584.29		\$2,433.46
			All funds reserved to support 2016/17 HS One-Act