

**CULTURAL AFFAIRS COMMISSION**

***THEATRE OPERATIONS COMMITTEE***

**CULTURAL AFFAIRS CONFERENCE ROOM  
2100 Thousand Oaks Blvd., Thousand Oaks  
Wednesday, February 1, 2016  
8:30 a.m.**

1. Call to Order
2. Roll Call:                      John Bradley                                      Cathryn Croall – Vice Chair  
   Robert Biery    Lily Lee  
   Eloise Cohen – Chair
- Staff: Barry McComb
3. Public Comments (Limited to 3 minutes each)
4. Cultural Affairs Director's Report
5. Theatre Operations Committee Work Plan
  - a. Financial Sustainability
    - Sponsorship program
  - b. Audience Development
    - Quarterly focus groups with Director
  - c. Marketing
    - Rental of venue
    - Patron database
  - d. Programming
    - Diversity program initiative
  - e. Resident Companies
    - Renewal of Resident Company status
  - f. Arts Education
    - Task Force for Lifelong Arts Learning
    - Student Programming Council
  - g. Cultural Affairs Department Strategic Plan
    - Develop succession plan for Friends of the Civic Arts Plaza
    - Excellence in the Arts Awards
    - Hold annual retreat for CAC Commissions and CAD staff

6. Deputy Cultural Affairs Director Search – Update
7. Agenda and date for next meeting
8. Committee Member Comments
9. Adjournment

"Americans with Disabilities Act (ADA): In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the Cultural Affairs Department at 805/449-2700. Upon request, the agenda and documents in this agenda packet, can be made available in appropriate alternative formats to persons with a disability. Notification at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service."

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