



## **ACTION MINUTES**

### **THOUSAND OAKS ALLIANCE FOR THE ARTS REGULAR MEETING**

Thursday, September 21, 2017  
Thousand Oaks Civic Arts Plaza – Acorn Room  
2100 Thousand Oaks Blvd., Thousand Oaks, California

- 1. CALL TO ORDER:** Meeting called to order at 8:02 a.m. in the Acorn Room.
- 2. ROLL CALL:** Present - Robert Biery, John Bradley, Eloise Cohen, Judith Linton, David Mead, Leanne Neilson; Absent – Janet Scherr  
  
Staff Present: John Adams, Jane Adelman, Patrick Hehir, Barry McComb
- 3. PUBLIC COMMENTS:** None
- 4. MINUTES**
  - A. Approval of Minutes from the August 18, 2017 Special Board meeting.  
  
**MOTION:** Linton made a motion to approve the minutes of the October 18, 2017 TOARTS Special Board meeting, seconded by Biery; approved 6-0.
- 5. SPECIAL PRESENTATIONS**
  - A. New West Symphony – Executive Director Natalia Staneva provided an update on New West Symphony’s educational programs and activities.
- 6. BOARD BUSINESS**
  - A. BOARD ADMINISTRATION**
    - i. Approval of Media Relations policy.  
  
**MOTION:** Cohen made a motion to approve the Media Relations policy as amended, seconded by Bradley; approved 6-0.
    - ii. TOARTS Board Meeting and Projects Calendar – Reviewed format and content of calendar, which will be distributed with the monthly Board meeting packet.

## **B. COMMITTEES**

- i. Dr. Raymond Olson Performance Grants Committee.

**MOTION:** Bradley made a motion to approve the Dr. Raymond Olson Performance Grants for FY 2017-18, seconded by Mead; approved 6-0.

- ii. Ad Hoc Endowment Committee – Treasurer provided an update on the Committee’s recommendations for investment of City’s contribution to TOARTS endowment.
- iii. Ad Hoc History Wall Committee – Committee is currently exploring potential locations for the history wall in the Kavli Theatre.
- iv. TOARTS Advisory Council and Committee Structure – Executive Director provided an update on plans to form the Advisory Council and other committees called for in the merger agreement documents.

## **C. DEVELOPMENT**

- i. Donor Wall in the Anthony J. Tesoro Courtyard.

**MOTION:** Biery made a motion to approve an expenditure not to exceed \$25,000 to replace the donor bricks with a donor wall in the Anthony J. Tesoro Courtyard; seconded by Mead; approved 6-0.

- ii. TOARTS Website.

**MOTION:** Mead made a motion to approve an expenditure not to exceed \$3,500 to develop TOARTS website; seconded by Bradley; approved 6-0.

- iii. Angels of the Alliance – Angels President Kathy Jeffers-Volk provided an update on the activities of the Angels of the Alliance. The Angels have changed their name to “Angels of the Arts.”
- iv. Extension of Development Director Position in 2018 – Board discussed extending the Development Director position in 2018. Staff will prepare a cost estimate for TOARTS reimbursement of the position for review and approval by the Board at the October 9, 2017 meeting.

## **D. PROGRAMMING**

- i. CAP Presents programming

- a. FY 2017-18 – Executive Director provided an update on ticket sales.

- b. Review of future CAP Presents programming – Executive Director discussed additions to the schedule and artists that TOARTS is currently in negotiation with.

**7. OTHER BUSINESS** - None

**8. EXECUTIVE DIRECTOR COMMENTS**

A. TOARTS Page on City Website – A page has been established on the City website where current and past board agendas will be posted.

**9. BOARD MEMBER COMMENTS**

**10. AGENDA FOR NEXT MEETING** – No additional agenda items

**11. ADJOURNMENT** – Adjourned at 9:34 a.m. until 8:00 a.m. on September 23, 2017.