Summary Notes

1. **Call to Order**: Initial establishing meeting was called to order at 6:04 p.m.

2. **Pledge of Allegiance**:


4. **Oath of Office**: Christy Glaubke, of the City Clerk’s office, administered the Oath of Office to the members of the Roundtable.

5. **Public Comments**: None

6. **Organization**:

   a. **Nomination and selection of Chair**: Murray nominated Angelini to serve as Chair; no other nominations. Anthony Angelini was selected as the inaugural Chair for the Arts & Culture Roundtable. This was approved 11-0.

   b. **Nomination and selection of Vice-Chair**: Murray nominated Nilsson to serve as Vice-Chair, Rautenberg nominated Smart to serve as Vice-Chair; no other nominations. Emma Nilsson was selected to serve as the inaugural Vice-Chair for the Arts & Culture Roundtable. This was approved 9-2; Rautenberg and Smart dissenting.

   c. **Term Duration**: Term lengths were randomly drawn for the Roundtable members. Roundtable membership is to be staggered with two-year terms, expiring in even and odd years; to facilitate this, an initial “One” or “Two”-year term was drawn for each, as follows:
   
   - Anthony Angelini (Chair) – two years (expiring June 30, 2023)
   - Megan McDonough – two years (expiring June 30, 2023)
   - Michael Pearce – two years (expiring June 30, 2023)
   - Kim Maselli – one year (expiring June 30, 2022)
   - Emma Nilsson (Vice-Chair) – one year
   - Phyllis Rautenberg – two years (expiring June 30, 2023)
   - Cindy Murray – one year (expiring June 30, 2022)
   - Darlene McBane – one year (expiring June 30, 2022)
Ed Smart – one year (expiring June 30, 2022)
Natalia Staneva – one year (expiring June 30, 2022)
Anna Wadman – two years (expiring June 30, 2023)

d. **Adoption of Meeting Schedule:** Roundtable will continue to meet as prescribed in the establishment resolution, on the third Wednesday, every other month at 6:00pm.

7. **Conflict of Interest and Brown Act Overview:** Assistant City Attorney Patrick Hehir provided an overview of the City’s Conflict of Interest Policy and the Brown Act as it relates to public meetings.

8. **Organizing Resolution:** Cultural Affairs Director Jonathan Serret gave an overview of the City Council resolution organizing the Arts & Culture Roundtable.

   a. **Roundtable Workplan:** Members were asked to think of the top three items they believe the Roundtable could focus on and achieve in the next year. The Roundtable will discuss and decide on a workplan for 2021-22 at the November meeting. This workplan will need to be presented to City Council.

9. **Adjournment:** Meeting was adjourned at 7:33 p.m. to a regular meeting on Wednesday, November 17, 2021 at 6:00 p.m.