



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

**Via Video/Teleconference
Thursday, January 13, 2022 – 8:00 A.M.**

Pursuant to Assembly Bill 361, the January 13, 2022, Regular meeting of the Thousand Oaks Alliance for the Arts (TOArts) Board will be conducted via teleconference and/or video conference. Board members will be participating electronically and will not be physically present.

You may participate in the meeting by submitting your comments via [electronic comment card](#). Please submit your written comment by 7:00 a.m. on the day of the meeting and it will be provided to Board members before the meeting and made part of the item's record of the Board meeting. All comments received after 7:00 a.m. will be given to Board members after the meeting and made part of the item's record of the Board meeting.

If you would like to speak under Public Comments during this meeting, please click on the Zoom link below. If you have questions about speaking, please call Jonathan Serret at (805) 449-2767 or email JSerret@toaks.org. Persons addressing TOArts are requested to state their name and community of residence for the record.

To join the Zoom Meeting, click on the following link:

<https://us06web.zoom.us/j/8490770722?pwd=SjVldXQ2UzNkQUdPY2Q5QkhtdHJldz09>

or Call: (408) 638-0968

Meeting ID 849 077 0722 Passcode: toarts

MISSION STATEMENT

TOArts enriches lives and strengthens the fabric of the community through arts education and the presentation and support of visual and performing arts at the Bank of America Performing Arts Center and beyond.

VISION

Where the Arts Thrive for All

AGENDA

1) CALL TO ORDER

2) ROLL CALL: Chair David Mead, Vice-Chair Eloise Cohen, Treasurer Al Lowe, Secretary Janet Scherr, Board Directors John Bradley, Kathy Jeffers-Volk, Leanne Neilson, and Kyle Rohrbach.

3) PUBLIC COMMENTS

4) MINUTES

- a) Approve minutes of Annual TOArts Board Meeting on December 9, 2021
- b) Approve minutes of Special TOArts Board Meeting on December 20, 2021

5) BOARD BUSINESS

a) COMMITTEES

- i) Arts Education Committee – Update

b) ADMINISTRATION

- i) Approve temporary modifications to the Brown Act, from February 1, 2022 and extending through February 28, 2022, in accordance with Assembly Bill 361 and Government Code section 54953(e), authorizing remote teleconference meetings of the Thousand Oaks Alliance for the Arts (TOArts).

c) FINANCE

- i) Monthly Financial Update

d) DEVELOPMENT

- i) Development Activities – Update

e) PROGRAMMING

- i) TOArts Presents programming - Update

6) BOARD CALENDAR

- a) Additions or revisions to the calendar

7) OTHER BUSINESS

8) BOARD MEMBER COMMENTS

9) EXECUTIVE DIRECTOR COMMENTS

10) REVIEW AGENDA FOR NEXT MEETING – Regular board meeting February 10, 2022

11) ADJOURNMENT

Any public documents provided to a majority of TOArts Board Directors regarding any item on this agenda will be made available for public inspection at the Cultural Affairs Department Administration Office located at 2100 Thousand Oaks Blvd., Thousand Oaks, California 91362 during normal business hours. In addition, such writing and documents will be posted on the TOArts website at www.toarts.org. 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.



**THOUSAND OAKS ALLIANCE FOR THE ARTS
ANNUAL BOARD MEETING**

**Thursday, December 9, 2021 – 8:00 A.M.
Via Video/Teleconference**

Pursuant to the Assembly Bill 361 and Government Code section 54953(e), the December 9, 2021, meeting of the Thousand Oaks Alliance for the Arts (TOArts) was conducted telephonically. TOArts Board Directors were participating telephonically and were not physically present.

MISSION STATEMENT

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VISION

Where the Arts Thrive for All.

ACTION MINUTES

1) CALL TO ORDER: 8:01 AM

2) ROLL CALL: Chair David Mead, Vice-Chair Eloise Cohen, Treasurer Al Lowe, Secretary Janet Scherr, Board Directors John Bradley, Kathy Jeffers-Volk, and Leanne Neilson.

Staff present: Jaime Boscarino, Tracy Friedl, Blanca Gomez, Niki Richardson and Jonathan Serret.

Absent: Board Director Kyle Rohrbach

3) PUBLIC COMMENTS - None

4) MINUTES

a) Board reviewed the minutes from the November 18, 2021 Special Board meeting/DEI Workshop.

MOTION: Bradley made a motion to approve the minutes of the November 18th Special Board meeting, seconded by Cohen; approved 7-0

5) BOARD BUSINESS

a) COMMITTEES

i) Ad Hoc Nominating Committee –

(a) Nominations for Board terms expiring December 31, 2021

MOTION: Neilson made a motion nominating David Mead and John Bradley for additional three-year terms (expiring December 31, 2024), seconded by Cohen; approved 7-0.

(b) Nomination and election of Vice Chair

MOTION: Neilson made a motion nominating Eloise Cohen to serve a two-year term (expiring December 31, 2023) as Vice Chair, seconded by Bradley; approved 7-0.

(c) Nomination and election of Secretary

MOTION: Neilson made a motion nominating Janet Scherr to serve a two-year term (expiring December 31, 2023) as Secretary, seconded by Lowe; approved 7-0.

ii) Ad Hoc City-Funded Arts Grants Committee –

(a) Approval of Emergency Arts Grant Awards – Neilson identified potential conflicts with grant recommendations: f. California Lutheran University, m. Kingsmen Shakespeare, and p. Scandinavian-American Cultural Heritage Foundation.

MOTION: Mead made a motion to approve grant committee recommendations excluding f., m., and p, seconded by Jeffers -Volk; approved 7-0.

MOTION: Jeffers-Volk made a motion to approve committee recommendations f., m., and p, seconded by Bradley; approved 6-0 with Director Neilson recusing.

iii) Ad Hoc Diversity, Equity, and Inclusion Task Force – Associate Director provided an update regarding the notes from the Board’s DEI workshops and thanked the Board for their participation. This Ad Hoc Task Force is disbanded.

iv) Arts Education Committee – Associate Director provided an update regarding the Arts Education Committee’s approval of *AccessArts* grants.

b) ADMINISTRATION

i) Approve temporary modifications to the Brown Act, retroactive to December 1, 2021 and extending through January 30, 2022, in accordance with Assembly Bill 361 and Government Code section 54953(e), authorizing remote teleconference meetings of the Thousand Oaks Alliance for the Arts (TOArts).

MOTION: Bradley made a motion to approve temporary modifications to the Brown Act, seconded by Cohen; 7-0.

ii) Authorize Executive Director and Board Chair to execute Memorandum of Understanding (MOU) with Conejo Recreation and Park District (CRPD) defining a relationship for TOArts to serve as a temporary fiscal receiver for the Young Artists Ensemble (YAE).

MOTION: Mead mad a motion to authorize Executive Director and Chair to execute

an MOU with CRPD, with Board Directors receiving a draft with 72 hours to provide feedback prior to finalization, seconded by Lowe; approved 7-0.

c) FINANCE

- i) Monthly Financial Update – Treasurer Lowe provided an overview of monthly financials and current investment positions.

d) DEVELOPMENT

- i) Development Activities – Associate Director provided an update on current activities and membership events.

e) PROGRAMMING

- i) TOArts Presents programming - Executive Director provided an update on TOArts Presents programs.

6) BOARD CALENDAR

- a) Additions or revisions to the calendar
- b) Strategic planning session has been scheduled for February 5, 2022.

7) OTHER BUSINESS

8) BOARD MEMBER COMMENTS

9) EXECUTIVE DIRECTOR COMMENTS

10) REVIEW AGENDA FOR NEXT MEETING – Regular board meeting January 13, 2022

11) ADJOURNMENT - The meeting was adjourned at 9:16 am.

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**THOUSAND OAKS ALLIANCE FOR THE ARTS
SPECIAL BOARD MEETING**

**Via Video/Teleconference
Monday, December 20, 2021 – 8:30 A.M.**

Pursuant to Assembly Bill 361, the December 20, 2021, Special meeting of the Thousand Oaks Alliance for the Arts (TOArts) was conducted via teleconference and/or video conference. Board members participated electronically and were not be physically present.

MISSION STATEMENT

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VISION

Where the Arts Thrive for All.

ACTION MINUTES

- 1) CALL TO ORDER: 8:31am**
- 2) ROLL CALL:** Chair David Mead, Vice-Chair Eloise Cohen, Treasurer Al Lowe, Board Directors John Bradley, Kathy Jeffers-Volk, Leanne Neilson and Kyle Rohrbach. Secretary Janet Scherr was absent.
Staff present: Tracy Friedl, Niki Richardson, and Jonathan Serret.
- 3) PUBLIC COMMENTS:** None
- 4) BAPAC CONCESSIONS SERVICES:**
 - a) Authorize execution of agreement with the City of Thousand Oaks permitting TOArts to provide Concessions Services at the Bank of America Performing Arts Center for a term of five years running from January 1, 2022 through December 31, 2026.
MOTION: Neilson made a motion to authorize execution of agreement with the City of Thousand Oaks permitting TOArts to provide Concessions Services at the Bank of America Performing Arts Center for a term of five years through December 31, 2026.
Seconded by Lowe; approved 7-0.

- b) Authorize execution of management agreement with Arcis Golf to contract for management services of the concessions operations on TOArts' behalf for a period of five years, running from January 1, 2022 through December 31, 2026.

MOTION: Bradley made a motion to authorize execution of management agreement with Arcis Golf to contract for management services of the concessions operations on TOArts' behalf for a period of five years, through December 31, 2026. Seconded by Jeffers-Volk; approved 7-0.

5) ADJOURNMENT: Meeting was adjourned at 8:43am

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JANUARY 2022

Board Meeting

Thursday, January 13, 2022 – 8:00 am; Acorn Room

- Review of TOARTS activities over previous six months.

Projects

Distribution of TOArts Presents spring program brochure.

FEBRUARY 2022

Strategic Planning Retreat

Saturday, February 5, 2022 – 8:00 am; Address TBD

Board Meeting

Thursday, February 10, 2022 – 8:00 am; Acorn Room

Gratitude Reception

Wednesday, February 16, 2022 – 5:00pm; Scherr Forum

MARCH 2022

Board Meeting

Thursday, March 10, 2022 – 8:00 am; Acorn Room

Ask Event

TBD

APRIL 2022

Board Meeting

Thursday, April 14, 2022 – 8:00 am; Acorn Room

Ask Event

TBD

MAY 2022

Board Meeting

Thursday, May 12, 2022 – 8:00 am; Acorn Room

JUNE 2022

Board Meeting

Thursday, June 9, 2022 – 8:00 am; Acorn Room

JULY 2022

Board Meeting

Thursday, July 7, 2022 – 8:00 am; Acorn Room

AUGUST 2022

Board Meeting

Thursday, August 11, 2022 – 8:00 am; Acorn Room

SEPTEMBER 2022

Board Meeting

Thursday, September 8, 2022 – 8:00am; Acorn Room

OCTOBER 2022

Board Meeting

Thursday, October 13, 2022 – 8:00am; Acorn Room

NOVEMBER 2022

Board Meeting

Thursday, November 10, 2022 – 8:00am; Acorn Room

DECEMBER 2022

Board Meeting

Thursday, December 8, 2022 – 8:00am; Acorn Room

FUTURE PROJECTS

Board meets with City consultant regarding TOCAP campus recommendations.

Approve 3-year strategic plan

Approve 3-year development plan