REGULAR BOARD MEETING

Acorn Room
November 10, 2022 – 8:00 A.M.

Pursuant to Assembly Bill 361, the November 10, 2022, regular meeting of the TOArts Board will be conducted via video conference / teleconference. Board members will be participating electronically and will not be present in person.

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=SjVldXQ2UzNkQUlPY2Q5QkhtdHJldz09
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, Kyle Rohrbach, Elibet Valencia Muñoz, and Sean Rendineo

3) PUBLIC COMMENTS

4) MINUTES
   a) Approve minutes of regular TOArts Board Meeting on October 13, 2022
   b) Approve minutes of TOArts Special meeting on October 26, 2022

5) BOARD BUSINESS
   a) FINANCE
      i) Monthly Financial Update
      ii) Create finance divestiture task force to work with city staff to assess the workload and create a timeline and action plan.
   b) COMMITTEES
      i) Arts Education Committee – update
      ii) Create DEI task force to ensure continuity of the work started in 2020
      iii) Nominating Committee add additional responsibility to determine succession for Board Treasurer and Chair officer terms which expire December 2022.
   c) ADMINISTRATION
      i) Approve temporary modifications to the Brown Act, from November 1, 2022, and extending through December 31, 2022, in accordance with Assembly Bill 361 and Government Code section 54953(e), authorizing remote teleconference meetings of TOArts.
      ii) Adopt updated mission statement
   d) DEVELOPMENT
      i) Development Activities – Update
   e) PROGRAMMING
      i) TOArts Presents ticket sales - Update
      ii) TOArts Presents programming – Update

6) BOARD CALENDAR
   a) Additions or revisions to the calendar
   b) Discussion about 2023 calendar and dates to meet in person

7) OTHER BUSINESS
8) BOARD MEMBER COMMENTS

9) STAFF COMMENTS

10) REVIEW AGENDA FOR NEXT MEETING – Annual Board Meeting December 8, 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.
REGULAR BOARD MEETING MINUTES

Thursday, October 13, 2022, 2022 – 8:00 A.M.
Thousand Oaks Civic Arts Plaza – Acorn Room
2100 Thousand Oaks Blvd., Thousand Oaks, California

Pursuant to Assembly Bill 361, the October 13, 2022, regular meeting of the TOArts Board was conducted via video conference / teleconference. Board members participated electronically and in person in the Acorn Room of the Thousand Oaks Civic Arts Plaza at 2100 Thousand Oaks Blvd, Thousand Oaks, CA 91362.

MISSION STATEMENT
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VISION
Where the Arts Thrive for All.

ACTION MINUTES

1) CALL TO ORDER: 8:00 AM

2) ROLL CALL: Chair David Mead, Vice Chair Eloise Cohen, Treasurer Al Lowe, Board Directors Kyle Rohrbach. Board Directors John Bradley and Kathy Jeffers-Volk.
   Absent: Secretary Janet Scherr
   Staff present: Jaime Boscarino, Tracy Fredl, Blanca Gomez, Jonathan Serret and Niki Richardson
   Guests: Elibet Valencia Muñoz and Sean Rendineo

3) PUBLIC COMMENTS - None

4) MINUTES
   a) Board reviewed the minutes from the September 8, 2022 regular Board meeting

   MOTION: Cohen made a motion to approve the minutes of the September 8, 2022, regular Board meeting, seconded by Jeffers-Volk; approved 7-0.
5) BOARD BUSINESS
   a) FINANCE
      i) Monthly Finance Update – Treasurer Lowe provided an overview of the July finance report and investment positions as well.

   b) COMMITTEES
      i) Arts Education Committee – Associate Director provided a brief update on AccessArts. Arts Education Endowment Task Force – Associate Director reminded the board that this task force has been disbanded for the moment.

   c) ADMINISTRATION
      i) Approve temporary modifications to the Brown Act, from September 1, 2022, and extending through November 30, 2022, in accordance with Assembly Bill 361 and Government Code section 54953(e), authorizing remote teleconference meetings of TOArts.
      MOTION: Rohrbach made a motion to approve the temporary modifications to the Brown Act, seconded by Lowe; approved 7-0.

   d) DEVELOPMENT
      i) Development Activities – Associate Director provided an update on fiscal year to date development activities.
      ii) Discussion about Proposition 28 – it was discussed that Tracy Friedl would review whether as a nonprofit TOArts would be in jeopardy to advocate for a yes vote for this arts education ballot measure.

   e) PROGRAMMING
      i) TOArts Presents ticket sales - Executive Director provided an update on TOArts Presents ticket sales.
      ii) TOArts Presents Programming – Executive Director provided an update on TOArts Presents programs.

6) SPECIAL PRESENTATION
   a) Marcy Heim, The Artful Asker joined the board meeting to greet the board members and gave a brief presentation of her work.

7) BOARD CALENDAR
   a) Additions or revisions to the calendar.

8) OTHER BUSINESS

9) BOARD MEMBER COMMENTS

10) EXECUTIVE DIRECTOR COMMENTS

11) REVIEW AGENDA FOR NEXT MEETING - Next Regular board meeting is scheduled for 8:00am; November 10, 2022, via Zoom.
12) ADJOURNMENT - The meeting was adjourned at 9:28 am.
TOArts
SPECIAL BOARD MEETING
Via Video/Teleconference
Wednesday, October 26, 2022 – 8:00 A.M.

Pursuant to Assembly Bill 361, the October 26, 2022, Special meeting of the 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.

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or Call: (408) 638-0968
Meeting ID 849 077 0722 Passcode: toarts

MISSION STATEMENT
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VISION
Where the Arts Thrive for All
MINUTES

1) CALL TO ORDER: 8:01AM

2) ROLL CALL: Chair David Mead, Vice-Chair Eloise Cohen, Treasurer Al Lowe, Board Directors John Bradley, Kathy Jeffers-Volk, Leanne Neilson, Sean Rendineo, Kyle Rohrbach, Absent: Secretary Janet Scherr and Elibet Valencia Muñoz. Staff: Tracy Friedl, Jonathan Serret and, Niki Richardson

3) PUBLIC COMMENTS - none

4) BOARD BUSINESS
   a) COMMITTEES
      i) Nomination Committee
         Approve creation of and appoint Board Directors to serve on an ad hoc Nomination Committee to undertake the process of nomination for the Board terms expiring December 31, 2022.

         MOTION: Neilson made a motion to create an ad hoc Nomination Committee to undertake the process of nomination for the Board terms expiring December 31, 2022, seconded by Lowe; approved 8-0.

         MOTION: Lowe made a motion to nominate Board members Bradley, Jeffers-Volk, Rendineo and Rohrbach to serve on this ad hoc Nominating Committee, seconded by Cohen; approved 8-0.

   b) ARTS EDUCATION ADVOCACY
      i) Discuss California ballot measure “Proposition 28” requiring additional funding for arts education in schools. Board may decide against taking any position or may vote for TOArts to take an official position in support or in opposition to the proposed ballot measure.

         MOTION: Mead made a motion to take an official position in support of Proposition 28 and allowed expenditure of no more than $250 toward its advocacy, seconded by Jeffers-Volk; approved 7-0. Bradley absent.

5) BOARD MEMBER COMMENTS

6) EXECUTIVE DIRECTOR COMMENTS

7) REVIEW AGENDA FOR NEXT MEETING – Regular board meeting November 10, 2022; 8:00am

8) ADJOURNMENT
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To: TOArts Board of Directors

From: TOArts Staff

Date: November 10, 2022

Subject: Create Divestiture Task Force

BACKGROUND

When TOArts was formed through the merger of Alliance for the Arts and Thousand Oaks Civic Arts Plaza Foundation in 2017, it was outlined and agreed-upon through a Memorandum of Understanding (MOU) that the City of Thousand Oaks would provide pro-bono staff support to reduce the burden of overhead costs on TOArts. It was understood that, over time, TOArts would reduce its dependence on the City for operational support. The architects of the merger had envisioned that within five years TOArts would be an independent nonprofit completely having divested operational and even leadership support from the City of Thousand Oaks.

DISCUSSION/ANALYSIS

In these past five years of TOArts’ operations, it has become evidently clear that the architects of the merger created something very special. This public/private partnership with the City of Thousand Oaks has helped the organization thrive. The relationship between the City and TOArts continues to remain an integral component of the healthy operations of TOArts. TOArts has been able to expand and create innovative programming even during the height of the pandemic because there is a strong sense of mutual partnership between the Cultural Affairs Department and TOArts. These unique programs would be impossible for a staff of one to execute. In short, fully separating TOArts from the City as was the original intent would be counter-productive at this time and would divert necessary resources away from the mission-critical TOArts programs.

However, there are certain functions that must be divested to reduce the dependence and workload on the City. It was discussed at the Board Retreat in February 2022 to work toward divesting finance from City support by July 1, 2023.

RECOMMENDATION

Create a divestiture task force to work with Associate and Executive Directors and appropriate city staff to assess the workload and create a timeline and a plan of action to move TOArts’ financial function from the City finance department to an independent bookkeeping/accounting firm with a goal date of June 30, 2022.

PREPARED BY: Niki Richardson, Associate Director
To: TOArts Board of Directors
From: TOArts Staff
Date: November 10, 2022
Subject: Updated Mission Statement

BACKGROUND

During the 2022 Board Retreat, it was discussed that the mission statement should be slightly updated to be more inclusive and collaborative and to truly embody the work TOArts has been doing in the past few years. Several board members also expressed dislike of the phrase “…Bank of America Performing Arts Center and beyond.”

DISCUSSION/ANALYSIS

Current Mission
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.

Suggested Mission
TOArts inspires and lifts up arts, culture and entertainment through partnership, community support, education and collaboration in and around the Bank of America Performing Arts Center.

Per the Memorandum of Understanding with the City of Thousand Oaks, adoption of a revised Mission Statement will require ratification by the City Council. If a revised mission is adopted by the TOArts Board, staff will incorporate a recommendation for City Council ratification in January 2023, when TOArts presents its mid-year update to the City.

RECOMMENDATION

Adopt new mission statement to help articulate more clearly the role of TOArts in and for the community we serve.

PREPARED BY: Niki Richardson, Associate Director