



REGULAR MEETING of the
FUNDING ADVISORY COMMITTEE (FAC)

Wednesday, January 11, 2017; 6pm

**Oakland City Hall (One Frank Ogawa Plaza), Cultural Affairs
Offices on the 9th Floor**

Revised: Notice of ROOM CHANGE-9th floor

AGENDA

1. **Call to Order/Determination of Quorum**
2. **Open Forum (total time available: 15 minutes)**
3. **Approval of Minutes of Special Meeting of FAC on December 12, 2016**
4. **Discussion Item #1:** Introduce Kelley Kahn-Policy Director, Office of Mayor Libby Schaaf.
5. **Action Item #1:** FAC nominee recommendations to fill one (1) vacancy.
 - **Amina Yee**, Community Artist
 - **Wayne Hazzard**-Executive Director, Dancers' Group
6. **Staff Report:** Denise Pate, Cultural Funding Coordinator
7. **Manager's Report:** Roberto Bedoya, Cultural Affairs Manager
8. **Discussion Item #2:** Revision of 2017-18 Cultural Funding Program Guidelines

Attachments:

- MINUTES of December 12, 2016 Special FAC Meeting
 - **Resume:** Amina Yee
 - **Resume:** Wayne Hazzard

RSVP-REGRETS ONLY –To Denise Pate (510) 238-7561 or dpate@oaklandnet.com

♿ This meeting is wheelchair accessible. To request materials in alternative formats, or to request an ASL interpreter, or assistive listening device, please call the Planning Department at 510-238-3941 or TDD 510-238-3254 at least three working days before the meeting. Please refrain from wearing scented products to this meeting so attendees who may experience chemical sensitivities may attend. Thank you.



Funding Advisory Committee Special Meeting Monday December 12, 2016

Meeting Minutes

In Attendance: Jim Santi Owen, Sheena Johnson, Katherin Canton, Shelley Trott
Staff: Denise Pate, Esailama Artry-Diouf, and Roberto Bedoya (via Skype)

1. **Call to Order/Determination of Quorum: 12:01pm**
2. **Open Forum**
3. **Approval of Minutes of Special Meeting of FAC - October 24, 2016** Moved by Sheena, seconded by Shelley. Motion passed unanimously. Sheena also welcomed new FAC member Katherin Canton.
4. **Action Item #1: Vote on New FAC Member Nomination-Barbara Mumby Huerta, S.F. Arts Commission**
Sheena motioned to approve nomination of Barbara Huerta to serve a three-year term as a new member of FAC. Motioned was seconded by Shelley. Motion passed unanimously.
5. **Action Item #2: Vote on New FAC Member Nomination-Nicole Kyauk, East Bay Community Foundation**
Jim motioned to approve nomination of Nicole Kyauk to serve a three-year term as a new member of FAC. Motioned was seconded by Katherin. Motion passed unanimously.
6. **Manager's Report**
Roberto Bedoya (via Skype) was out of town at an arts convening. Via Skype, he acknowledged the staff's due diligence in identifying the surplus funds, and making the budget inquiry to the City's Budget Director. As he moves forward in developing the Cultural Plan for 2017-2018 he looks forward to continued conversations with and feedback from the arts community.
7. **Staff Report**
Denise clarified the reasoning and strategy for this Special Meeting of the FAC: To distribute the \$129k surplus in funds that were confirmed by the budget office. Surplus funds were identified after reconciling actual revenues compared to the budgeted revenues for the Measure C/TOT Fund (2419) over the past two fiscal years (FY14-15 and FY15-16) for a total of approximately \$129,000. Therefore, the total funds available for grant awards is \$1,122,120 (\$730,120 (GPF) + \$263,000 (Measure C, 16-17 adopted) + \$129,000 (Measure C, two-year surplus). We are given a projected allocation of the TOT. In the past two years, the fund over-performed (actual revenue was over projections). We had inquired about this for the past two years, but this time staff met

with Admin service director Donna Howell (she actually discovered the discrepancy), and then we confirmed it with a meeting with the City's Budget Director Sarah Schlenk.

This in NO way implies that CFP will have this increase next year.

The allocation scenario was created to fund more organizations. We cannot continue to increase the number of awarded grants, since our staffing level cannot support a dramatic increase in the number of agreements processed. We have to keep this in mind. This new scenario increases the number of awards from 71 to 89. There are no plans for adding staff. This means that it will take considerably longer for grantees to receive their funds.

8. Action Item #3: Approve revisions to FY16-17 Individual Artist Funding Recommendations

FAC voted to fund scores 86.2 and above at the applicants' full ask amount; fund four (4) scores of 86 with a \$4,000 award each; and fund one (1) score of 85.8 with an award of \$3,000.

9. Action Item #4: Approve revisions to FY16-17 Organization Project Recommendations

FAC voted to approve a two-tiered funding strategy, and fund scores 88 and above. They approved a 15% reduction of the ask amount for most of the applicants; full amount to the one (1) \$4,999 ask; and to split the balance with the tie scores.

10. Action Item #5: Approve revisions to FY16-17 Organizational Assistance Recommendations

FAC voted for a five-tiered strategy based on score/rank (with some adjustment for two, smaller budget organizations). Five-tiered strategy: 50% reduction for 95.75-91.25; 55% reduction for 89.75-87.5; 53% reduction for two (2) small-budget organizations; 60% reduction for 84.75-86; 70% reduction for scores 81-83.33.

11. Action Item #6: Approve revisions to FY16-17 Art-in-the-Schools Recommendations

FAC voted to fund scores 93.50 to 99.30 with 15% reduction; fund 1 score of 90 with \$16k award; 1 score of 87.75 with a \$4,750 award.

12. Announcements

Next FAC regular meeting is January 11, 2017.

NEW GRANT OPPORTUNITY

CAST-Keeping Space. Grants for organizations that face displacement because of changes in the commercial rental landscape (renovation/remodeling/lease expiration/high rent). Keeping Space – Oakland is a one-time pilot program comprised of real estate readiness training, one-on-one technical assistance, and direct financial assistance in the form of grants. The program aims to build the capacity of the arts and culture sector to be “real estate ready” and to secure affordable, long-term, safe spaces for arts and culture organizations in Oakland. <http://cast-sf.org/keeping-space-oakland/>

Link is also on City's website.

HOW TO APPLY WORKSHOPS

Denise Pate began conducting workshops to assist grantees with the preparation of the grant agreement. This process has many steps, and you must give great attention to detail and follow directions. If a hair is out of place, it is returned to us. We've made some changes, as we work toward our goal of streamlining. A few changes and considerations, but you are responsible if you "don't know" because you "didn't attend." The first workshops will be held next Monday, December 19th, 2016 12noon (organizations) and 5:30pm (Individuals). Additional workshops will be announced for January 2017.

LIFE ENRICHMENT COMMITTEE AND CITY COUNCIL

If CFP is successful in approving FAC grant award recommendations, we will go to LEC on Jan 24th. Council will be on Jan. 31 or Feb 7.

ARTS LOAN FUND

The Arts Loan fund is a fund developed to assist artists and nonprofit organizations with cash flow challenges. Bay Area funders participate in a steering committee that meets every six weeks, and we vote to approve/not approve loan requests. CFP Coordinator Denise Pate is one of the co-chairs along with Allison Magee (ED of Zellerbach). Denise will present the Council Resolution. After resolution is generated, CFP grantees will become eligible for an Arts Loan Fund and can apply for collateral loan-using the grant resolution is proof of the award (replaces award letter or contract).

FAC MEMBER RECRUITMENT

CFP is actively recruiting new FAC members. We'll need to have a full roster for 2017. Denise Pate is consulting with the City Attorney to review the guidelines and we are considering a subcommittee to work on the CFP/FAC guidelines and policies.

13. Adjournment

Sheena motioned to adjourn and Jim seconded the motion. Motion passed unanimously.

Adjournment at 12:45pm

AMINA YEE

EXHIBITIONS | CURATORIAL ASSISTANT

5600 Castle Drive
Oakland, California 94611

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e: amina.c.yee@gmail.com

EDUCATION

History of Art, B.A. with honors | 2012
University of California, Berkeley

Recipient, History of Art Department Travel Grant (2012), Townsend Geballe Research Opportunities for Undergraduates Program Research Grant (2010-11).

PROFESSIONAL EXPERIENCE

CURATORIAL ASSISTANT

Oakland Museum of California | 2013–Present

Support the development, research, conceptualization, writing, design, and production of exhibitions in close collaboration with curators, designers, and registrars; conduct research about objects in the collection; identify and procure rights to art, graphics, and media; coordinate schedules, checklists, materials, and communications with internal and external partners; assist registrars with loan procedures.

Select Exhibitions

All Power to the People: Black Panthers at 50 (2016–17, current project)

- Primary manager of 300+ object checklist—artworks, artifacts, audio, and film
- Contribute to exhibit research, concept design and layout in collaboration with curator and designer
- Coordinate loan process for 30+ lenders and 100+ objects with registrar
- Attended 8 conferences on art and local social justice programs as research for this project

Pacific Worlds (2015)

Winner of the *Excellence in Exhibits Award (AAM, 2016)* and *Leadership in History Award (AASLH, 2016)*

- Collaborated with 30+ external partners, organized meetings and conventions, processed honoraria
- Managed exhibition checklist, secured permissions for 200+ photographs and media pieces
- Secured exhibition content through work with international collections and partners

Bees: Tiny Insect, Big Impact (2015–17)

- Led acquisition of exhibit materials and props: researched, sourced, and acquired permissions for all photographs, graphics, and media
- Contributed to exhibit research and design in partnership with curator
- Wrote and copy-edited labels, incorporating best practices for viewer engagement and accessibility
- Developed family-oriented interactive content with curator

Fertile Ground: Art and Community in California (2014–15)

- Worked closely with artists and registrars to process loans for artwork representing 75 artists
- Managed project schedule and internal/external communications for four large-scale, outdoor sculpture installations
- Coordinated new artist commissions, worked closely with artists and galleries to finalize contracts
- Created catalog *S.F. Trippy Mission: Lives and Art 1982-2002* in partnership with The THING Quarterly

Exhibitions at Oakland International Airport

- Exhibits: *Dorothea Lange: California Photographs (2014)*, *Outsider Artists (2014)*, *The Bay Bridge (2013)*
- Worked closely with guest curators, designers, contractors, and external vendors to design exhibits
- Tracked exhibition expenses and processed payments

PROGRAM ASSISTANT, CULTURAL KALEIDOSCOPE

Palo Alto Art Center | 2012–13

- Cultivated partnerships with local schools, assisted in artist recruitment and placement
- Supported daily operations of artist residency program
- Tracked and processed payments, purchased and organized program materials

PROGRAM ASSISTANT, LEARNING INITIATIVES

Oakland Museum of California | 2012–13

- Led daily operations of “California Indian Lifeways” academic program
- Organized delivery of travelling suitcase exhibitions to local schools
- Coordinated program materials and purchased supplies

MUSEUM TEACHER

Oakland Museum of California | 2011–13

- Instructor for “Those Fabulous 49ers!” and “ASHI Art, Science, and History” school programs
- Taught California history to school groups of 30+ students and exercised students’ visual comprehension skills.
- Led adult and family public programs, including art activities and in-gallery demonstrations

RESEARCH APPRENTICE

University of California, Berkeley | 2010–13

- Built the Jan Breughel Wiki, an online catalogue raisonné, in collaboration with project team
- Responsible for content research, including travel to international collections and conferences
- Individually created 200+ pages and edited content across site for consistency
- Wrote content guidelines, created wiki training material, and trained new researchers

PANEL SERVICE

Juror, Emeryville Celebration of the Arts, 29th Annual Emeryville Art Exhibition, 2015

Portfolio Reviewer, Annual Portfolio Review, Institute of Contemporary Art, San Jose, 2015

Juror, Community Supported Art Program, Movimiento de Arte y Cultura Latino Americana, San Jose, 2014

Juror, Alameda County History Day, Oakland, 2014

COMPUTER SKILLS

Database management software: Argus, CollectionSpace, FileMaker Pro, Smartsheet

Applications: Google Docs programs, Microsoft Office Suite

Shared sites: Google Sites, MediaWiki

PROFESSIONAL AFFILIATIONS

Fellow, Emerging Arts Professionals/San Francisco-Bay Area, 2015-2016 cohort

Member, American Association of Museums, Bay Area Emerging Museum Professionals, California Association of Museums, International Council of Museums, Western Museums Association

PERSONAL

Interests: Intersections of art, technology, and community | Burning Man | social justice & food equity

Hobbies: travel | science fiction | hiking and dog-walking | board games

References available upon request

Wayne Hazzard

1256 Dolores Street, #2 San Francisco, CA 94110
Cell Phone: 415-350-9468 E-Mail: wayne@dancersgroup.org

Wayne Hazzard is a native Californian and is proud to continue his work with the Bay Area dance community as one of the founders and the Executive Director of Dancers' Group, the San Francisco Bay Area's much admired service organization for dance. Hazzard is a leader in the service field who is known for his work with fiscal sponsorship and on new program development; and he was acknowledged with as a 2015 Gerbode Professional Development Fellow. Before his manifold career in arts management, Hazzard had a distinguished 20-year career performing with many notable choreographers and companies including the Joe Goode Performance Group, Margaret Jenkins Dance Co, Ed Mock & Co, June Watanabe and more. Coinciding with his life as a dancer, Hazzard has and continues to work as an advocate for dance. For his unique artistic vision, Hazzard has received numerous awards, including an Isadora Duncan Award for his innovation, dedication, and contribution to the field of dance. Hazzard has served as an advisor and panelist with such organizations as the Center for Cultural Innovation, National Endowment for the Arts, California Arts Council, San Francisco Arts Commission, City of San José Office of Cultural Affairs, City of Oakland Cultural Funding Program and Dance Advance in Philadelphia.

Administrative Experience

Executive Director, Dancers' Group

1989-2000 and 2005 -present

- One of three Founders in 1982, worked as the school director from 1982-1989 and the Executive Director from 1989-2000

Dancers' Group's major accomplishments over the past 30 years include:

- A first decade as a school and presenting organization, during which it presented master artists and showcased Bay Area choreographers;
- The preservation of essential services, by assuming responsibility for vital programs when Dance Bay Area dissolved in 1992;
- The initiation and development of major ongoing Bay Area dance programs such as CA\$H grants, Bay Area Dance festival and the Bay Area Performing Arts Spaces website;
- The commissioning and production of major new works through ONSITE;
- Inclusion in Philanthropedia's Expert Fund a distinction awarded to top non-profits deemed by a national group of experts to have a high impact in their region;

Managing Director, Margaret Jenkins Dance Company, San Francisco

2003 -2005

- Oversee all activities for tours and performances in the United States. Supported the Artistic Director and other staff as needed. Administered the launch of Choreographers in Mentorship Exchange (CHIME), a grant program fostering ongoing relationships among choreographers in the Bay Area.

Director, Cowell Theater, Fort Mason Center, San Francisco

2000 -2003

- Curated programming for year-round theater in San Francisco. Managed theater and box office staff that included 2 full-time, 3 part-time and over 20 on-call staff. Wrote and administered grants to artists that reduced their costs of renting the Cowell Theater. Increased theater's community use by 40% and grant income by 50%. Implemented capital improvements for the theater. Developed, implemented, and administered the guidelines and application for a new funding initiative, The Shulte Grant for the Arts & Crafts.

Wayne Hazzard

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Cell Phone: 415-350-9468 E-Mail: wayne@dancersgroup.org

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Executive Director, Dancers' Group 1989-2000

Selected Performance Experience

Joe Goode Performance Group 1986-1996

- Founding member of the company and featured soloist in over 10 original works

Margaret Jenkins Dance Company 1988-1989

- Soloist and teacher during national and international tours

Ed Mock & Company 1984-1985

- Soloist

Additional Work Experience

1982 -1986

Curriculum Director, Dancers' Group, San Francisco

1984 - 1987

Aerobics Instructor, Rhythm & Motion, San Francisco

1979 - 1982

Server, Bon Appetit Catering, San Francisco

Education

BFA, San Jose State University 1979

Selected Awards

2015 Gerbode Professional Development Fellow. Named one of the top cultural leaders in San Francisco by San Francisco Magazine (2012). Isadora Duncan Dance Award for sustained achievement (2000) and a Special award for curating and presenting the Dedication Project: Remembering Those Lost to AIDS (1998). California Dance Educators Leadership Award (1997), Isadora Duncan Dance Award for presenting the Edge Festival (1987)

Selected Panels

National Endowment for the Arts, California Arts Council, Center for Cultural Innovation, City of San José Office of Cultural Affairs, Dance Advance, San Francisco Arts Commission, Marin Arts Council, Djerassi Residency Program, Dance/USA, Choreographers in Mentorship Exchange, Creative Space Grant, Lighting Artists in Dance Award.