

Newport Beach City Arts Commission Special Meeting Minutes
Thursday, April 28, 2014 – 5:00pm
Central Library

Convened at 5:00pm

1) Call Meeting to Order

Chair Goldberg called the meeting to order.

2) Roll Call

Commissioners Present: Rita Goldberg, Chair
Arlene Greer, Vice Chair
Caroline Logan, Secretary
Judy Chang
Michael Magrutsche
Robert Smith (arrived at 5:13pm)
Charles Ware

Staff Present: Tim Hetherington, Library Services Director
Elaine McMillion, Administrative Support Specialist
Lauren Farley, Human Resources/Risk Manager Administrator
Michael Torres, Assistant City Attorney
Tara Finnigan, Public Information Officer

Training Facilitator: Trudy Sopp Ph.D., Founder & Consulting Partner
The Centre for Organizational Effectiveness

3) Public Comments – None.

4) Current Business

a. Formation of an Ad Hoc Arts Master Plan Committee

Chair Goldberg began this agenda item noting that the City is in the process of working with Arts Orange County on a comprehensive art plan. Chair Goldberg moved to appoint herself and Vice Chair Greer to this committee where they will begin to set the stage for how this committee proceeds. At a later date other City Arts Commissioners will be pulled into the committee to help.

Motion made by Commissioner Chang and seconded by Commissioner Logan and died (3-4-0-0) to appoint two Commissioners, Chair Goldberg and Vice Chair Greer to an Ad Hoc Master Plan Committee.

AYES: Goldberg, Greer, and Chang
NOES: Logan, Magrutsche, Smith, and Ware
ABSTENTIONS: None
ABSENT: None

Commissioners Ware and Magrutsche stated their concerns and their concerns for not approving the motion. Their comments included their view that this committee needs the entire City Arts Commission's participation from the beginning, in order to provide an open and public process. Also due to the size of this endeavor, to only have two members serve on the committee seemed minimal. With further clarification and discussion, and taking the November 2014 deadline into consideration, it was determined that three Commissioners would be more sufficient in serving on this Committee.

Motion to Amend made by Chair Goldberg and seconded by Commissioner Logan and carried (7-0-0-0) to appoint three Commissioners, Chair Goldberg, Vice Chair Greer and Commissioner Magrutsche to serve on the Ad Hoc Master Plan Committee.

AYES: Goldberg, Greer, Logan, Chang, Magrutsche, Smith, and Ware
NOES: None
ABSTENTIONS: None
ABSENT: None

Commissioner Magrutsche asked for clarification on the duties for this Ad Hoc Master Plan Committee and how it would relate to the current Art Site Suitability Ad Hoc Committee that he chairs. Chair Goldberg explained the difference of the two committees.

b. Board, Commissions and Committees Training - 5:00 – 7:00pm

This portion of the meeting was held in a public capacity. The City of Newport Beach Boards, Commissions, and Committees handbook was provided for all attendees. Trudy Sopp, PhD., Founder and Consulting Partner of The Centre for Organizational Effectiveness introduced herself and began the training using a PowerPoint presentation. This training helped to provide the skills and guidelines necessary for the City Arts Commissioners to more effectively conduct their City Arts Commission meetings. Ways in which to provide transparency of meetings and to improve meeting efficiency were highlighted. Expectations and requirements of the City Arts Commissioners were also clarified in detail. Questions were asked by various Commissioners throughout the training in order to provide explanation through examples. Discussion and training ensued.

5) Public Comments on Non-Agenda Items –

Jim Mosher noted the differences between Robert’s Rules of Order and Rosenberg’s Rules of Order. He remarked on the potential violation that would arise if an Ad Hoc Committee had three members of the Commission and then for any reason a fourth Commissioner discussed issues with the appointed members, as this would then become a quorum and be subject to noticing requirements. He stated that extended discussion with the public on agenda items after public comments are made is permitted, and that any discussion with the public on non-agenda items may not be made.

Assistant City Attorney Michael Torres advised against taking legal counsel from anyone who is not an attorney. He reiterated the importance of giving all members of the public the same time allotment for making public comments so that everyone in the audience has the same time to speak, as well as using a timer for each speaker so that it is consistent.

Trudy Sopp made closing comments thanking attendees and noted that structure does drive behavior in meetings, and must remain consistent to hold them successfully. She recommended that everyone become familiar with “[Rosenberg’s Rules of Order](#)”.

6) Adjournment of the 5:00 – 7:00 p.m. Training – 7:12 p.m.

b. Board, Commissions and Committees Training - 7:00 – 8:00pm

This portion of the training was held as a closed meeting for the Chair and Vice Chair and staff only. All other City Arts Commissioners and public were excused for this portion of the training.

Adjournment of the 7:00 – 8:00 p.m. Training – 9:12 p.m.

Submitted by: Rita Goldberg
Chair Approval of Minutes