



CITY OF SANTA BARBARA  
REGULAR MONTHLY MEETING  
SANTA BARBARA ARTS AND CRAFTS SHOW  
ADVISORY COMMITTEE

Tuesday, November 8, 2016

Louise Lowry Davis Center  
1232 De La Vina Street

Screen New Members: 6:15 – 7:00 p.m.  
Meeting: 7:00 – 9:00 p.m.

**MINUTES**

**CALL TO ORDER**

6:30 PM

**ROLL CALL**

**Committee**

Nicole Horstin, Crafts – Present  
Marilyn Dannehower, Crafts – Present  
Tony Longo, Arts – Excused Absence  
Aundrea Tavakkoly, Arts, Chair – Present

**Staff**

Jason Bryan, Senior Recreation Supervisor  
Absent  
Judith McCaffrey, Recreation Programs Manager  
Present  
Dana Simpson, Recreation Specialist – Present  
**Parks & Recreation Commission Liaison**  
Andria Martinez Cohen – Absent

**Member At Large** – Open

**SCREEN NEW MEMBERS**

**CHANGES TO AGENDA**

None

**PUBLIC COMMENT**

None

**CONSENT CALENDAR**

1. **Approval of Minutes of the October 5, 2016 Meeting – For Action (Attachment)**  
Motioned, seconded and carried unanimously to postpone review of the minutes until the December meeting.
2. **Approval of Minutes of the October 18, 2016 Meeting – For Action (Attachment)**  
Motioned, seconded and carried unanimously to approve the minutes with no changes.
3. **Statistics Report – For Information (Attachment)**  
Judith McCaffrey presented the statistics report.

**OLD BUSINESS**

1. **Advertising Report**  
There was no report. Jason Bryan will provide the latest printout of the balance of the

Advertising Fund at the next meeting.

**2. Receive a report from the Advertising Ad-Hoc Committee.**

Marilyn Dannehower reminded that advertising posters have been hung in restaurants, coffee shops, and supermarkets. The final advertisement in the 6-month series with The Sentinel will be printed on November 18th. The paper will include the cover story for the December 2<sup>nd</sup> issue at no cost. The focus of this story will be how the Show has grown over the years, its relationship as an outdoor art gallery to the Funk Zone and the Show as a special stop for holiday shopping. On the next agenda, Ms. Dannehower requested discussing continuing this collaboration with The Sentinel.

Ms. Dannehower reported that K-LITE needs a script and staff has been asked to develop it. On December 8<sup>th</sup>, the Chamber of Commerce is hosting their holiday party and has invited the Show to setup a table for craft items and an easel for artwork. A member or members are needed to volunteer for this event. It is an excellent opportunity to share the Show with Chamber members as many of them work in the hotel and restaurant industry.

Margaret Landreau is willing to write an artist spotlight for The Sentinel. Ms. Dannehower invited Ms. Landreau to be a member of the Advertising Ad-Hoc Committee.

Claire Weber volunteered to assist with the Chamber of Commerce event.

Motioned, seconded and carried to participate in the Chamber of Commerce holiday party event.

**3. Bridge Replacement Project Updates – For Discussion**

Judith McCaffrey reported that the project remains on schedule for completion near March of 2017. Public Works is proposing that the temporary pedestrian bridge become permanent. Their proposal will require City Council support and Coastal Commission approval. Ms. McCaffrey stated that Public Works will present their proposal to City Council at the next Council meeting on Tuesday, November 15<sup>th</sup>. She will forward the Staff report and agenda to Show members, so those who are interested can comment on the proposal.

**4. Develop guidelines for new Saturday space assignment system – For Discussion**

Motioned, seconded and carried unanimously to postpone discussion until the December meeting.

Jason Bryan is to organize a “mock” Saturday Show, so members can practice “claiming” a space by using the online SignUpGenius program.

**5. Recommend a change to rule H.1 defining how spaces are claimed on regular Show days – For Discussion**

Below is the wording the Advisory Committee recommended for a change to H.1 (the coin-flip rule) allowing artists to reserve spaces prior to 6:00 a.m., but not allowing setup before 6:00 a.m.:

H.1 Assigned spaces are valid until 10 a.m. ~~Permit holder without an assigned space my set up in the unused assigned area after 10 a.m. or in the unassigned area~~

~~any time after 6 a.m.~~ Permit holders may not set up or reserve a space prior to 6 a.m. For any available space after 6:00 a.m., the first permit holder who arrives with his or her permit displayed may claim that space. If two or more permit holders are present at 6:00 a.m. or arrive at that space at exactly the same time after 6:00 a.m., the space claim will respectfully be resolved with a coin flip. Only one space may be reserved by a permit holder at a time. ~~Space claiming ties will be settled with a coin flip at 6 a.m.~~ Once a member with an assigned space claims another space by placing their permit in said space, they forfeit any right to their assigned space for that day and it becomes available to all Show Members. If no other Show member claims their space, a member may return to their assigned space. (Note: the remainder of rule H.1 had no proposed changes).

~~At 10 a.m.,~~ Permit holders setting up or reserving their assigned space, a vacant assigned space or an unassigned space shall have their permits readily visible. Permit holders reserving assigned space shall have their assigned space numbers written on their permit display form. At 10 a.m. spaces shall be considered vacant and available unless reserved by an obvious permit indicating space numbers or by a permit and marker indicating space numbers being reserved.

"Spilling" into unclaimed adjacent spaces may not be done until 11 a.m. and may not exceed an additional 10 feet. 11/2009 If both adjacent members desire the vacant space it should be shared equally. 12/2009, 11/2012

Margaret Landreau asked if having the permit on the side of one's display is acceptable. Aundrea Tavakkoly responded that the requirement is that one's permit is within reach.

Motioned, seconded and carried unanimously to approve language as written and to place on the December agenda for action. Both current and revised versions of the rule will be included in the agenda.

## **NEW BUSINESS**

### **1. Develop guidelines for transitioning members in Arts section with temporary reassignment after bridge construction – For Discussion**

Judith McCaffrey recommended postponing this discussion until the December meeting when Jason Bryan will be in attendance.

Aundrea Tavakkoly would like to know how to handle the situation in which a member in the Arts section has two assigned spaces.

Ms. McCaffrey added that the Committee will want to consider what to do with the second row Art section spaces. Prior to the construction, this area was an "unassigned" area.

Motioned, seconded and carried unanimously to postpone this discussion until the December meeting.

### **2. Review Requests for Accommodation – For Action**

- a.** Review the sharing of the space of Mette Julian with Charlotte Barnard or Christopher Bojorquez approved on August 9, 2016.

Moved, seconded and carried to renew the sharing of Mette Julian's space with Charlotte Barnard or Christopher Bojorquez.

Leah Homem stated that she has been on the waiting list for a handicap space assignment. She reminded that if a member is a helper that person needs to take a helper's role and responsibility. A helper should not try and claim a designated handicap space before it is made available to a handicapped member.

- b. Review the temporary reassignment of the handicap space, marker 1 to bollard, currently assigned to Susan Richards.

Judith McCaffrey reported that the medical leave for Ms. Richards has ended and could be extended for another year. Staff is waiting to receive a medical note.

There are two members on the waitlist for a designated handicap space assignment. Staff and medical review by nurse are pending and a final recommendation will be reported at the December meeting. Per Show rules, Staff can make a temporary assignment between Advisory Committee meetings when necessary.

Moved, seconded and carried to postpone action on this request until the December meeting.

## **STAFF REPORTS**

### **1. General correspondence – For Discussion**

- a. Email from Jeff Kennedy regarding outcome of Violation Review Hearing.

Judith McCaffrey reported that Mr. Kennedy's appeal has been tentatively scheduled for the December 21<sup>st</sup> meeting of the Parks and Recreation Commission. Chair Tavakkoly and individuals directly involved in the violation should attend. The meeting is open to all members of the public and will be televised on Channel 18.

- b. Email from Jeff Kennedy regarding "unreasonable weather day" voted by members on Sunday, October 30<sup>th</sup>.
- c. Email from Margaret Landreau regarding corrections to the minutes from meeting of October 8<sup>th</sup>.

### **2. Citations, Complaints and Incidents – For Discussion**

Judith McCaffrey had no citations or complaints to report.

## **ITEMS FOR December 13, 2016 MEETING**

Marilyn Dannehower requested discussion of the renewal of the advertising contract with The Sentinel.

Judith McCaffrey reported that the City would like Show member's input on the City's smoking ordinance which is proposed to include "Smoke-Free Outdoor Public Areas" including parks and beaches. She will forward some information to Show members.

## **ADJOURNMENT**

8:01 PM

**Next Regular Meeting:**      **Louise Lowry Davis Center**  
**Tuesday December 13, 2016**