

THOUSAND OAKS ALLIANCE FOR THE ARTS
ANNUAL BOARD MEETING
Thursday, March 11, 2021; 8:00am
Teleconference/Video Conference

Public advisory: Thousand Oaks Civic Arts Plaza meeting spaces are closed to the public.

Pursuant to the Governor's Executive Order N-29-20, the March 11, 2021, meeting of the Thousand Oaks Alliance for the Arts (TOArts) will be conducted via teleconference and/or video conference. Committee members will be participating via teleconference and/or video conference.

If you would like to submit written comments on an agenda item, you may send an email to iserret@toaks.org (please indicate the agenda number in the subject line). To give staff adequate time to provide your comments to the committee members at the meeting, please submit your comments prior to 7:00am the day of the meeting.

If you would like to speak on an agenda item during the meeting, please advise staff at iserret@toaks.org or by calling the staff liaison at (805) 449-2767 prior to 7:00am on the day of the meeting. You will be sent instructions for joining the meeting and may be asked to provide a telephone number where you may be reached when the item is being discussed at the meeting. Persons addressing TOArts are requested to state their name and community of residence for the record.

Please be advised that communications directed to TOArts are public records and are subject to disclosure pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law. Communications will NOT be edited for redactions; will be printed/posted as submitted.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in the TOArts meeting, please contact the Cultural Affairs Department (805) 449-2767 within 48 hours of the meeting.

Agenda Availability: The Thousand Oaks Alliance for the Arts agenda is posted at the entry to the Civic Arts Plaza/City Hall, 2100 E. Thousand Oaks Boulevard, Thousand Oaks [main posting location pursuant to the Brown Act, G.C. 54954.2(a)]. Agenda packet and minutes are available on the TOArts website at www.toarts.org.



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

Thursday, March 11, 2021 – 8:00 A.M.
Thousand Oaks Civic Arts Plaza – Acorn Room
2100 Thousand Oaks Blvd., Thousand Oaks, California

**Public advisory: City of Thousand Oaks meeting facilities are closed to the public,
this meeting will be conducted telephonically**

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 from the February 11, 2021 regular Board meeting.
- 5. BOARD BUSINESS**
 - A. FINANCE**
 - I. Monthly Financial Update
 - B. ARTS EDUCATION**
 - I. AccessArts
 - II. Virtually Kids and the Arts

C. COMMITTEES

- I. Ad Hoc Diversity, Equity, and Inclusion Task Force

D. DEVELOPMENT

- I. Development Activities – Update

E. PROGRAMMING

- I. TOArts Presents programming – Update
- II. TOArts Presents Road Show- Update

F. MEETING SCHEDULE AND REPORTS

- I. Discussion regarding the frequency of TOArts Board meetings and report updates

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 Meeting April 8, 2021 at 8:00 a.m.

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.



ACTION MINUTES

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

Thursday, February 11, 2021; 8:00 AM
Thousand Oaks Civic Arts Plaza – Acorn Room
2100 Thousand Oaks Blvd., Thousand Oaks, California

Pursuant to the Governor’s Executive Order N-29-20, the February 11, 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.

AGENDA

1. **CALL TO ORDER:** Meeting was called to order at 8:01 am.
2. **ROLL CALL:** Present – Chair David Mead, Vice Chair Eloise Cohen, Treasurer Al Lowe, Secretary Janet Scherr and Directors John Bradley, Kathy Jeffers-Volk, Leanne Neilson, and Kyle Rohrbach. Staff Present: Jaime Boscarino, Blanca Gomez, Patrick Hehir, Niki Richardson, and Jonathan Serret.
3. **PUBLIC COMMENTS** - None
4. **MINUTES** – Board reviewed the minutes from the January 14, 2021 regular Board meeting
MOTION: Cohen made a motion to approve the minutes of the January 14, 2021 regular Board meeting, seconded by Bradley; approved 8-0.
5. **BOARD BUSINESS**
 - A. **SIX-MONTH REVIEW** – Executive Director provided overview of TOArts accomplishments for the period of July-December 2020.
 - B. **FINANCE**
 - I. Monthly Financial Update – Treasurer Lowe provided an overview of the monthly financial reports, investment positions, and mid-year projections of the current adopted operating budget.
 - C. **ARTS EDUCATION**
 - I. *AccessArts* – Development Director provided update on Arts Education programs. *AccessArts* continues partnership with Conejo Schools Foundation and CVUSD to

support *Focus on the Arts* which provides virtual arts instruction to elementary students.

- II. Virtually Kids and the Arts – Development Director provided an update on virtual field trips being offered to students. More than 500 students attended the National Geographic Live presentation on February 9, 2021.

D. COMMITTEES

- I. Ad Hoc Diversity, Equity, and Inclusion (DEI) Task Force – Neilson provided an update on the task force’s meetings with DEI consultants which may assist with TOArts strategic planning.
- II. Dr. Raymond M. Olson Performance Grants Committee – Chair Mead reported that there is no update and the grants remain on hold for the current fiscal year.
- III. Arts Education Committee – No Update

E. DEVELOPMENT

- I. Development Activities – Development Director provided an update on current activities and year-to-date contributions. The virtual gratitude reception is scheduled for 5:30pm on February 24, 2021. The Board had discussion on different engagement opportunities to remain in contact with TOArts members and supporters. The Board suggested a donation to Casa Pacifica in memory of Bill Powell, the late Board President of Casa Pacifica. Staff will follow up.

F. PROGRAMMING

- I. TOArts Presents programming – Executive Director provided an update on TOArts Presents programs scheduled for FY 2020-21 and FY 2021-22.
- II. TOArts Road Show programming – Executive Director provided an overview of the previous drive-in performances and discussed lessons learned thus far.

6. BOARD CALENDAR –

- A. Additions or revisions to the calendar – No Action**

7. OTHER BUSINESS – Ad Hoc History Wall Committee will reconvene to discuss history webpage.

8. BOARD MEMBER COMMENTS – Board Directors commented on the Center for Nonprofit Leadership’s “Celebration of the Sector” virtual event which took place on February 3, 2021.

9. EXECUTIVE DIRECTOR COMMENTS – Executive Director discussed the potential development being sought by Caruso Affiliated on The Lakes property and thanked Directors Scherr and Neilson for sharing their comments with the City Council.

10. AGENDA FOR NEXT MEETING –

11. ADJOURNMENT – The meeting was adjourned at 9:18am to the next regular Board meeting on Thursday, March 11, 2021 at 8:00am.

MARCH 2021

Board Meeting

Thursday, March 11, 2021 – 8:00 am; Zoom

Virtual National Geographic Live –

Feats of Filmmaking – March 17, 2021; 7:00 pm

APRIL 2021

Board Meeting

Thursday, April 8, 2021 – 8:00 am; Zoom

Virtual National Geographic Live –

Women and Migration – April 14, 2021; 7:00 pm

MAY 2021

Board Meeting

Thursday, May 13, 2021 – 8:00 am; Zoom

Projects

- Prepare draft operating budget for FY 2021-22.

JUNE 2021

Board Meeting

Thursday, June 10, 2021 – 8:00 am; Acorn Room

- Review draft of FY 2021-21 operating budget.

Projects

- Distribution of CAP Presents program brochure.
- Staff prepares draft of TOARTS Operations staff report for July 2021 City Council meeting.

JULY 2021

Board Meeting

Thursday, July 8, 2021 – 8:00 am; Acorn Room

- Review of TOARTS activities over previous six months.

AUGUST 2021

Board Meeting

Thursday, August 12, 2021 – 8:00 am; Acorn Room

SEPTEMBER 2021

Board Meeting

Thursday, September 9, 2021 – 8:00 am; Acorn Room

Annual Board Retreat

TBD

Prepare formal 3-year strategic plan.

Advisory Council Meeting

TBD

OCTOBER 2021

Board Meeting

Thursday, October 14, 2021 – 8:00 am; Acorn Room

NOVEMBER 2021

Board Meeting

Thursday, November 11, 2021 – 8:00 am; Acorn Room

DECEMBER 2021

Board Meeting

Thursday, December 9, 2021 – 8:00 am; Acorn Room

- Election of Board Vice-Chair and Secretary for two-years terms ending December 31, 2023.

Projects

- Staff prepares draft of TOARTS Operations staff report for January 2022 City Council meeting.

JANUARY 2022

Board Meeting

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

- Review of TOARTS activities over previous six months.

Projects

Distribution of CAP Presents spring program brochure.

FEBRUARY 2022

Board Meeting

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

Gratitude Reception

TBD

FUTURE PROJECTS

Board meets with City consultant regarding TOCAP campus recommendations.

Approve 3-year strategic plan

Approve 3-year development plan