

**CALIFORNIA CULTURAL AND HISTORICAL ENDOWMENT  
BOARD MEETING  
MINUTES**

**Wednesday, April 7, 2004  
1:00 P.M.**

Location: Stanley Mosk Library and Courts Building  
Room 500  
914 Capitol Mall  
Sacramento, California

Members of the Board in attendance:

Mr. Cameron Robertson, Chairperson  
Ms. Marie Acosta  
Ms. Donna Arduin, represented by Mr. Robert Campbell  
Senator John Burton, represented by Ms. Mary Shallenberger  
Ms. Cynthia Campoy Brophy  
Mr. Michael Chrisman, represented by Mr. Walter Gray  
Ms. Suzanne Deal Booth  
Senator Marco Firebaugh  
Ms. Georgette Imura  
Mr. Bobby McDonald  
Ms. Betsy Reeves  
Mr. James Swinden

Staff in attendance:

Jennifer Ruffolo, Program Manager  
Ms. Wanda Green, Executive Secretary

Also Present:

Mr. Milton Marks, III  
Mr. Charles Martell  
Ms. Nancy Matthews, City of Claremont  
Ms. Ciane Matsuda  
Mr. Paul Minicucci  
Ms. Marian Moe, Deputy Attorney General  
Ms. Judith Sobol  
Ms. Josie Talamantez  
Ms. Michelle Walker, Sacramento Arts Committee and Cultural Alliance  
Ms. Laurel Wyckoff  
Mr. Kenneth Zadwick, Mare Island Historic Park Foundation

**1. Welcome and Introductions**

Mr. Robertson, Chair, called the meeting to order at 1:00 p.m.

New Board members introduced themselves.

**2. Oath of Office**

Deputy Attorney General Marian Moe performed the swearing in of new Board members.

**3. Roll Call**

Ms. Ruffolo called roll and it was established that a quorum was present.

**4. Approval of Minutes**

Ms. Acosta moved to approve the January 14, 2004 Board minutes; seconded by Mr. Gray. Motion carried with two abstentions.

It was recommended that future minutes be marked as "Draft" until approved by the Board.

**5. Chairman's Report**

Mr. Robertson reported that Dr. Starr, the previous Chairman of the Board, retired on April 1, 2004. Dr. Starr made many remarkable achievements during his tenure as State Librarian and he will be missed.

Mr. Robertson read into the record, a portion of a letter from the Governor, in which the Governor bestowed the title of State Librarian Emeritus to Dr. Starr.

The Governor will be naming the next State Librarian of California in the near future.

**6. PROGRAM MANAGER'S REPORT**

Ms. Ruffolo presented the program manager's report as follows:

- The State granted the Endowment its request for exemption from the hiring freeze and freeze on travel and contracts. The Endowment can now engage in the interagency agreement with the University of California at Los Angeles, conduct workshops and meet with interested individuals and organizations throughout the state.
- The paperwork for the interagency agreement with Teale Data Center is in process. Teale should have the software developed in the next few weeks that will enable and complete the contract database and the e-mail contact mechanisms for distributing information regarding future meetings and activities.
- A series of public informal workshops on draft program guidelines have been scheduled throughout the state beginning the latter part of

April. Videoconferencing will be scheduled in order to reach some of the rural areas.

- The draft guidelines will be posted on the website and distributed to each of the Board members for their review and input.
- At the conclusion of the workshops, information derived will be included, and a final draft will be presented to the Board for review.
- There will be a formal public 30-day review period and public hearings will be conducted. The goal is to hold hearings in June, with Board adoption of the final guidelines in July.

The potential interagency agreement with Carol Goldstein at the University of California at Los Angeles was discussed in-depth. It was the consensus of the Board that this subject should be tabled until next meeting.

Ms. Acosta moved to table the small survey proposal with Carol Goldstein at the University of California at Los Angeles that was passed by the Board in January; seconded by Mr. Brophy. Motion carried.

## **7. Public Comment**

Nancy Matthews, Deputy Director for Human Services for the City of Claremont, noted for the record, that the City of Claremont has a community center, that offers its facilities free of charge for any upcoming workshops, or hearings that may be needed in that area. She also encouraged the board and staff to continue to post items on the website. The posting of additional contracts or positions available will promote further networking and help assist the board and the staff.

Mr. Kenneth Zadwick, Mare Island Historic Park Foundation, said if there is an interest, Vallejo offers a good videoconferencing for future needs. Mr. Zadwick inquired if bridge loans would be available soon. Mr. Robertson advised that the loans are dependent upon the development and passage of the guidelines by the Board.

## **8. Executive Officer Search Committee Report**

Ms. Acosta advised the Board that the search committee, with the help of staff, distributed the job announcement for Executive Director for the California Cultural and Historical Endowment, throughout the state and has a good selection of candidates for the Board's consideration.

Ms. Ruffolo explained that there are seven candidates and each will make a public presentation today. The candidates will answer two questions and then the Board members will have an opportunity to ask questions.

Once all the candidates have made their presentations the Board will go into closed session to conduct private interviews with the candidates and then deliberate in closed session to select their choice for Executive Director.

**9. Interview Candidates for Executive Officer Position.**

Each of the candidates for the Executive Officer position, gave their presentation and answered questions from the Board.

Before going into closed session Mr. Robertson entertained comments and/or questions from either the public or from Board members.

Michelle Walker, Executive Director of the Sacramento Metropolitan Arts Commission, stated that the cultural alliance would like to request that the Board consider the candidates' record of consistent, committed, passionate, and proactive experience and their backgrounds of working with all of California's multicultural, multilingual, culturally specific, traditional and living arts communities because these are the communities of California's underrepresented individuals and communities.

Mr. Firebaugh stated that, in his opinion, the Executive Officer ought to be a visionary, a leader in terms of where the Endowment needs to go.

Thereupon, the California Cultural and Historical Endowment recessed into closed session at 4:30 p.m.