



Council Chambers
Council Chambers – 2nd Floor
555 Santa Clara Street
Vallejo, CA 94590
www.cityofvallejo.net

AGENDA

MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. December 6, 2021 Council Chambers

COMMISSIONERS

Henry Beecher, Chair
Joanne Schivley,
Treasurer
James Petka
Toni Wein
Lei Kim Sawyer
Tiffany Flores
Wayne Goodman

NOTICE: Members of the Public will be able to participate in-person remotely via Zoom. All in-person participants will be required to wear a face covering.

Access to City Hall and the Council Chambers will be provided to members of the public 30 minutes prior to the start of the meeting.

PUBLIC COMMENT: Members of the Public may provide public comments during the Commission Meeting via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833.

For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment

VIEW THE MEETING: There are four different ways you can view this public meeting by:

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Hybrid options are available for members of the public to participate. To participate remotely:

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Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press*9 to digitally raise your hand from the phone

For additional instructions on how to speak during public comment, please visit,
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This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the McCune Collection Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Executive Secretary of the Commission prior to the consideration of the item or raise their hand via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first.

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Those wishing to address the McCune Collection Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the McCune Collection Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the McCune Collection Commission: 1) during the Community Forum are limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300; 2) on a Consent Calendar item are limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310; and 3) an Action Calendar item are limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the commissioners will be available for public inspection at the Economic Development Office, 555 Santa Clara Street, 3rd Floor, Vallejo, CA at the same time that the public records are distributed or made available to the commissioners. Such documents may also be available on the City of Vallejo website subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527, TDD (707) 649-3562.

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Vallejo City Hall is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

1. CALL TO ORDER

2. ROLL CALL

3. COMMUNICATIONS

- A. Report from City staff to the McCune Collection Commission
- B. Report from Council Liaison to the McCune Collection Commission
- C. Report from McCune Foundation to the McCune Collection Commission
- D. Others

E. ACTIVITY REPORTS

- 1. Program Series
- 2. Website
- 3. Art Walk
- 4. Volunteer Program
- 5. Writers Workshop
- 6. Book Club
- 7. Children's Outreach

4. COMMUNITY FORUM

*The Community Forum is an opportunity to address the Commission on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Commission to resolve. Any interested members of the public desiring to communicate with the Commission may do so in person by submitting a completed speaker's card to the Executive Secretary of the Commission or via ZOOM: (<https://ZoomRegular.Cityofvallejo.net>), option to join by phone: dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during the public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his /her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.*

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5. CONSENT CALENDAR AND APPROVAL OF AGENDA

Members of the public wishing to address the commission on Consent Calendar Items are requested to submit a completed speaker card to the Executive Secretary to the Commission. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the commission. Items removed from the commission will be heard immediately after approval of the Consent Calendar and Agenda.

A. Approval of Agenda & Minutes

Recommendation: By motion, approve the agenda for the Regular Meeting, October 4, 2021 of the McCune Collection Commission and approval of the minutes from the June 7, 2021 Regular Meeting.

6. CHAIR'S REPORT

7. RECURRING BUSINESS

A. Acquisition of Items Donated to the McCune Collection

Action: By motion approve/deny acquisition of donated item(s).

B. Submission of Monthly Receipts for Reimbursement

C. McCune Room use requests

Action: By motion approve/deny room use request.

8. NEW/UNFINISHED BUSINESS

*NOTICE: Members of the public wishing to address the Commission on Action Calendar Items may do so in person by submitting a completed speakers card to the Executive Secretary of the Commission or via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420. In person speakers will be recognized first.*

A. Elections for Officers Positions

Action: Nominate and vote on Officers positions, Chair, Vice Chair, Treasurer. By motion, approve officers for the calendar year 2022

B. Formation of Budget Ad-Hoc Committee for mid-year Fiscal Year (FY) 2021-22 review and FY 2022-23 Consideration

Action: By motion, consider formation of an Ad-Hoc Committee for budgeting purposes

C. Bookmaking Competition for Vallejo Elementary and Middle School Students

Action: Discuss a bookmaking competition

D. Encampment at Lower Level Plaza of JFK Library

Review draft letter

Action: By motion, approve letter and request staff to forward letter to City Council to address the encampment

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E. Publicize the McCune Collection – Draft McCune Survey

Review of survey platform candidates

Action: By motion make a selection

9. ANNOUNCEMENTS

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

- i. Discuss Partnership with and Role of the McCune Foundation
- ii. Consider Use of the Albion Press, Policy and Procedures for Use
- iii. Policy Book/Municipal Code Amendments

11. NEXT MEETING DATE: February 7, 2022

12. ADJOURNMENT

ADDITIONAL CITY INFORMATION

Members of the public can:

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I, Annette Taylor, Staff Liaison, do hereby certify that we have caused a true copy of the above notice and agenda to be delivered to each of the members of the McCune Collection Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., December 2, 2021.

Dated: December 2, 2021

Annette Taylor

Annette Taylor, Staff Liaison

MINUTES

MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. October 4, 2021 Council Chambers

1. CALL TO ORDER – 4:34 pm

Henry Beecher, Chair
Vice Chair - Vacant
Joanne Schivley, Treasurer
Commissioner James Petka
Commissioner Toni Wein
Commissioner Kim Sawyer
Commissioner Tiffany Flores

2. ROLL CALL

Present: Henry Beecher, Chair; Commissioners James Petka, Lei Kim Sawyer, Tiffany Flores (joined meeting at 5:05 pm)

Absent: Commissioners Joanne Schivley, Toni Wein

3. COMMUNICATIONS

- A. Report from City staff to the McCune Collection Commission
 - 1. Reported that the City Council will vote on extending face covering indoors, and adopt resolution regarding holding in-persons meetings and authorizing remote teleconference meetings, re-ratification every 30 days.
- B. Report from Council Liaison to the McCune Collection Commission
 - 1. No report
- C. Report from McCune Foundation to the McCune Collection Commission
 - 1. Foundation met in August, no collection-related activities for treasurer's report; president looking to engage a videographer to do multi-media piece
- D. Others - None
- E. ACTIVITY REPORTS – Discussed leaving the activities as listed for now
 - 1. Program Series
 - No report due to shutdown
 - 2. Website
 - Commissioner Petka reported four new volumes posted to the website and two updates to the art walk archive page
 - 3. Art Walk
 - Chair Beecher thanked Commissioners for participating, had visitors, lack of security and ability to open double doors from lobby to courtyard; last evening in September for John Lacy's mega installation; Gary Cullen, photographer, exhibit up for the months of October and November
 - 4. Volunteer Program
 - No report due to shutdown
 - 5. Writers Workshop
 - No report

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- 6. Book Club
No report
- 7. Children's Outreach
No report due to shutdown

4. COMMUNITY FORUM

Julie Stratton – commented on draft survey and volunteers for Open Studios

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

A. Approval of Agenda & Minutes

Recommendation: By motion, approve the agenda for the regular meeting, October 4, 2021 of the McCune Collection Commission and approval of the minutes from the June 7, 2021 regular meeting

Motion to accept the October 4, 2021 agenda and June 57, 2021 minutes made by Commissioner Petka, seconded by Commissioner Sawyer, approved unanimously, with correction of agenda face removing Council Chamber, 4-0 with Commissioners Schivley and Wein absent.

6. CHAIR'S REPORT

Chair Beecher reported that all four items for repair are with the conservators, two Latin volumes and The Muses Garden for Delights brought to Karen Zukor, and The Anatomy of Melancholy brought to Juliayn Coleman; have their own time tables; reported he received feedback on the self-guided tours pamphlets, created a room diagram to assist visitors with the tour; reported a new submission to be appointed to the McCune Commission, Wayne Goodman.

7. RECURRING BUSINESS

A. Acquisition of Items Donated to the McCune Collection (attachment)

Action: No report due to shutdown

B. Submission of Monthly Receipts for Reimbursement

Receipt for black toner, may need other colors in the future

C. McCune Room use requests

Action: No report due to shutdown

8. NEW/UNFINISHED BUSINESS

A. Publicize the McCune Collection – Draft McCune Survey

Provided a draft survey for the Commissioners review. Questions regarding survey were answered; discussed ways to distribute survey; find a platform, different tools available; highlight language regarding respondents do not have to answer

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questions, and add a line that respondent prefers not to answer in certain segments of the survey

Action: By consensus go forward with the draft survey with additions; come back in December with selection of platforms

B. Handling of Books by Visitors

Discussed possibility of transmission after handling books in the McCune Room and how to address this issue; suggested provide masks and gloves to visitors

Action: Motion by Commissioner Petka, seconded by Commissioner Sawyer, until further notice, if someone wants to look at a book, they have to have on a mask, gloves, and the book to be quarantined for 72 hours before placing back on the shelf; approved unanimously 4-0 with Commissioners Schivley and Wein absent

C. Vallejo Open Studios 2020-21

Discussed the coverage of the McCune Room for Open Studios on November 13th and 14th from 11:00 am to 5:00 pm; Commissioners Sawyer and Flores are available both days; Chair Beecher will prepare a schedule and send to staff to forward

Action: Information only

9. ANNOUNCEMENTS

Commissioner Petka reported that he will take over the first and third Tuesdays from 2:00 pm to 4:00 pm starting October 5th

10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

By consensus the Commissioners decided to remove the Writer's Workshop Public Reading and Academic Outreach (McCune data on OAC) from the future agenda items, may be brought back at a later time; Chair Beecher clarified how the Commissioners may add items to the agenda

- i. Discuss Partnership with and Role of the McCune Foundation
- ii. Consider Use of the Albion Press, Policy and Procedures for Use
- iii. Writer's Workshop Public Reading - remove
- iv. Policy Book/Municipal Code Amendments
- v. Academic Outreach (McCune data on OAC) - remove

11. **NEXT MEETING DATE:** December 6, 2021, 4:30 p.m.

12. **ADJOURNMENT – 5:58 p.m.**



McCune Collection Commission

December 6, 2021

Vallejo City Council
555 Santa Clara St
Vallejo, CA 94590

Dear Mayor McConnell and Councilmembers Verder-Aliga, Arriola, Brown, Dew, Loera-Diaz, Miessner:

We the appointed members to the McCune Collection Commission urge the Council to take immediate corrective action to address the adverse impacts of the still-growing encampments in the lower plaza of the JFK building. After more than 18 months the situation has become completely untenable and represents an increasing risk and liability to the City. The lower plaza is the "front door" to the McCune Collection, and the visiting public, from youth to seniors, are now apprehensive about entering the JFK lower lobby. Invited artists are also expressing reluctance to exhibit at the McCune which is severely impacting normal operation of the Collection.

With the exception of the exterior staircase into the lower plaza, the entire perimeter of the JFK building is secured by black iron fencing. This staircase 'gap' has given the current occupants (initially 2 but now more than 6) the opportunity to amass an enormous amount of discarded objects and refuse (see attached photos). This mass of material is a fire hazard, unsanitary and poses a public menace. The area beneath the staircase is used as an open latrine – subjecting visitors to a nauseating stench that is simply indescribable. Vallejo Code Enforcement has made several attempts to offer assistance with re-location; however, the occupants have been repeatedly uncooperative even flat out refusing any aid.

Code Enforcement is in agreement that the most effective means to redress the situation is to close the 'gap' in the security fencing by installing a matching black iron gate at either the top or bottom of the staircase into the lower plaza. A gate on the staircase will make it sufficiently difficult or impossible to bring objects and material into the lower plaza; thus eliminating the incentive for individuals to occupy the area. As McCune Collection Commissioners, we are not unsympathetic to the plight of the current occupants who face challenges not entirely of their own making. Nor unfortunately is this situation unique in Vallejo. However, it must be stressed that the adverse consequences affecting the public at large are not equal across all such occupied areas around the City. In particular remediation of encampments which jeopardize public access to a public facility such as the McCune Collection is warranted to a higher degree. In the words of Mayor McConnell, "*... it is our duty to operate with the greatest good for the greatest number*".

Please use your authority as members of the Vallejo City Council to put in effect the necessary actions to regain appropriate control of the JFK lower plaza, curb associated ongoing risks and liabilities, as well as restore unfettered public access to the McCune Collection. It is the McCune Collection Commission's specific recommendation that Council coordinate with the City Manager, Public Works, Code Enforcement and other parties to install a gate on the exterior staircase into the JFK lower plaza. The McCune Collection Commission remains willing to contribute in any way possible to achieve these objectives.

Sincerely yours,

Henry Beecher, Chair
Joanne Schivley,
James Petka,
Lei Kim Sawyer,
Tiffany Flores,
Wayne Goodman



Web Survey Platforms Comparison

Feature	 Google Forms	 SoGoSurvey	 QuestionPro	Comment
Number of Responders per Survey	No limit	25K per year	No limit	
Number of Questions per Survey	No limit	1000	No limit	
Number of Surveys	No limit	No limit	No limit	
Presentation Text / Commentary Anywhere	Header text only	✓	✓	Desirable
Textbox Question	✓	✓	✓	Needed
Radio Button Question	✓	✓	✓	Needed
Multiple Select Checkbox (select one)		✓	✓	
Multiple Select List Box (select many)	✓	✓	✓	
Drop Down (select one) Question	✓	✓	✓	Needed
Drop Down (select many) Question	✓	✓	✓	
Matrix (select one) Question	✓	✓	✓	
Matrix (select many) Question	✓	✓	✓	Needed
Rating Scale Question	✓	✓	✓	
Ranking Question		✓	✓	
Pre-formed Demographic Questions		✓		
Customize Look and Feel	Limited	✓	✓	Desirable
Print Surveys	✓	✓	✓	Needed
Branching/Skip Logic	Limited	✓	✓	Not essential
Add Your Own Logo	Size Restrictions	✓	✓	
Customizable Thank You Message	✓	✓	✓	
Send Survey URL (Public URL)	✓	✓	✓	Needed
Send HTML invitation Email	✓	✓	✓	Needed
Publish Survey on Facebook / Twitter		✓	✓	
Chain/forwarding Invites		✓	✓	
Bar Graph Report		✓	✓	
Verbatim Report		✓	✓	
Response Table	✓	✓	✓	Needed
Data Reporting		✓	✓	Useful
Response Trend Analysis		✓	✓	Useful
Export to Word / Google Docs	✓	✓	✓	
Export to Excel / Google Sheets	✓	✓	✓	
Export to Powerpoint / Google Slides	✓	✓	✓	
Export to CSV (raw data)	✓	✓	✓	Needed
iPhone/iPad-Compatible Surveys		✓	✓	
Android-Compatible Surveys		✓	✓	
Kiosk Compatible Surveys		✓	✓	Useful
No Third-Party Ads	✓	✓	✓	
Export to PDF			✓	
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