



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. COUNCIL CHAMBERS

June 5, 2023

COMMISSIONERS

Joel Benson, Chair
James Petka, Vice Chair
Joanne Schivley, Treasurer
Henry Beecher
Wayne Goodman
Vacancy
Vacancy

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.

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 during public comment, please visit, www.cityofvallejo.net/publiccomment

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

- In person
- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

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

<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 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.

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.

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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. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. COMMUNICATIONS

- A. Report from City staff
- B. Report from Council Liaison
- C. Report from McCune Foundation
- D. Report from the Chair
- E. Others/Announcements
- F. ACTIVITY REPORTS

- 1. Website
- 2. Art Walk
- 3. Volunteer Program

5. 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.*

6. CONSENT CALENDAR AND APPROVAL OF AGENDA

*Members of the public wishing to address the Commission on Consent Calendar items may do so in person by submitting a completed speaker's card to the Executive Secretary 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*

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to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02. 310.

A. **Approval of Agenda & Minutes**

Recommendation: By motion, approve the agenda for the June 5, 2023 Regular Meeting of the McCune Collection Commission and approve the minutes from the April 3, 2023 Regular Meeting.

7. **RECURRING BUSINESS**

A. **Acquisition of Items Donated to the McCune Collection**

Action: By motion, approve/deny recommendation to City Council of proposed donated item(s).

- i. Fine Print Magazine – See Exhibit A - attachment

B. **Submission of Monthly Receipts for Reimbursement**

None.

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 speaker's 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. **City of Vallejo Facility Rental Procedures – Assistant City Manager Terrance Davis**

Action: Information only.

B. **Treasurer's Report - attachment**

Action: By motion, approve the Treasurer's Report ending on May 31, 2023

C. **Purchase of Archival Storage Binders Using 2023 Funds (attachment)**

Action: By motion, authorize using \$430 to purchase archival storage binders in two sizes (35 @ \$4.99 each for 12" x 9", and 30 @ 6.06 each for 13.5 x 10.5")

D. **Discuss the Use of the Albion Press, Policy and Procedures for Use**

Action: Discuss the use of Albion Press, policy and procedures.

9. **FUTURE AGENDA ITEMS - Discussion of Agenda Items for Future Meetings**

- A. Field Trip to the Book Club of California, San Francisco

10. **NEXT MEETING DATE:** August 7, 2023

11. **ADJOURNMENT**

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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., June 1, 2023.

Dated: June 1, 2023

Annette Taylor

Annette Taylor, Staff Liaison

MINUTES

MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. April 3, 2023 Council Chambers

1. CALL TO ORDER – 4:32 pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Henry Beecher, Chair; James Petka, Vice Chair; Commissioners Joanne Schivley, Joel Benson

Absent: Commissioner Wayne Goodman

4. ELECTION FOR CHAIR POSITION

After remarks by Laura Zagaroli, Assistant City Attorney, and Chairman Beecher, Chair Beecher nominated Commissioner Goodman for the position of Chair. Commissioner Benson accepted the nomination. Nominations passes unanimously 4-0, Commissioner Goodman absent

5. COMMUNICATIONS

A. Report from City staff to the McCune Collection Commission

1. Congratulated Commissioner Benson on accepting the position of Chair; responded to question regarding draft Policy Book

B. Report from Council Liaison to the McCune Collection Commission

1. No report

C. Report from McCune Foundation to the McCune Collection Commission

1. Commissioner Beecher reported that the Foundation did not meet since the last time the Commission met, scheduled meeting in a couple of weeks.

D. Report from the Chair of the McCune Collection Commission

1. Commissioner Beecher reported on the group tour of the Benicia printers; Chair Benson reported that the group was Arts Benicia, a printmaking class

E. Others

1. Vice Chair Petka reported that he tracks voicemails and emails and frequently receives voicemails from people who have things of value that the Commission may be interested in purchasing; asked if there is a place the callers can be referred. Chair Benson said he knows of online groups and said he would follow up.

F. ACTIVITY REPORTS – Discussed leaving the activities as listed for now

1. Program Series – No report
2. Website

Commissioner Petka reported that there were four additions since last meeting; two art walk announcements and two sections of Volume 1 of *Ars Tyrographica* of 1918: (1) *Ars Tyrographica*. Volume 1, Number 2 Summer 1918; (2) *Ars Tyrographica*. Volume 1 Spring 1918.

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3. Art Walk

Commissioner Beecher reported that for the April and May art walks, the McCune is hosting local artist Cheryl Mitchell, proprietor of the Dots-In-Common Gallery

4. Volunteer Program – No report

5. Writers Workshop – In abeyance, will remove from agenda pursuant to direction from City Attorney's Office

6. Book Club – In abeyance, will remove from agenda pursuant to direction for City Attorney's Office

6. **COMMUNITY FORUM**

None

7. **CONSENT CALENDAR AND APPROVAL OF AGENDA**

A. **Approval of Agenda & Minutes**

Recommendation: By motion, approve the agenda for the April 3, 2023 McCune Collection Commission regular meeting and approve the minutes from the February 6, 2023 regular meeting.

Motion to accept the April 3, 2023 agenda and the February 6, 2023 minutes made by Commissioner Schivley, seconded by Commissioner Beecher, approved unanimously, 4-0, Commissioner Goodman absent.

8. **RECURRING BUSINESS**

A. **Acquisition of Items Donated to the McCune Collection**

No report

B. **Submission of Monthly Receipts for Reimbursement**

Commissioner Schivley reported that \$48.92 was spent on water, paper and trash bags.

C. **McCune Room Use Requests**

No report

9. **NEW/UNFINISHED BUSINESS**

A. **Selection of Volumes in Need of Preservation Using 2023 Funds**

Commissioner Beecher reported that there were funds remaining in the city stipend account then went over the 2023 McCune list of items selected for preservation.

Motion to select Publii Virgilii Maronis and Morias Egkomion for preservation made by Commissioner Schivley, seconded by Chair Benson, approved unanimously, 4-0, Commissioner Goodman absent.

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10. FUTURE AGENDA ITEMS

A. Discussion of Agenda Items for Future Meetings

- i. Discuss Partnership with and Role of the McCune Foundation - removed
- ii. Consider Use of the Albion Press, Policy and Procedures for Use
Motion to place on next month's agenda made by Vice Chair Petka,
seconded by Commissioner Beecher, approved unanimously, 4-0,
Commissioner Goodman absent.

11. **NEXT MEETING DATE:** June 5, 2023, 4:30 p.m.

12. ADJOURNMENT – 5:00 pm

Motion by Commissioner Beecher to adjourn

ATTESTED:

Joel Benson, Chair

Annette Taylor

Annette Taylor, Staff Liaison

FINE PRINT MAGAZINE
PROPOSED DONATION BY CHAIRMAN JOEL BENSON

Vol 5, editions 1 to 4

Vol 6, editions 1, 2 & 4

Vol 7, editions 1 & 4

Vol 8, editions 1 to 4

Vol 9, editions 1, 2 and 4

Vols 10 to 15, editions 1 to 4

Vol 16, editions 2 & 3

Note:

These issues start in 1979 for Volume 5 and ended in 1990 with volume 16.

The magazine was published from 1975 to 1990, and is still considered a reference for the book arts of that period. The magazine is letterpress-printed.

From Wikipedia: "Its initial purpose was to present bibliographic descriptions of finely printed books (i.e., letterpress) along with reports on allied arts like hand bookbinding, calligraphy, and papermaking."

8B

McCune Collection Commission
Treasurer's Report and Comments
July 1, 2022 thru May 31, 2023

	Endowment	COV	Opening Budget	Closing Budget
Opening Balances:	2,500.00	2,500.00	5,000.00	
Facility Maintenance Program				
Janitorial Supplies	-6.27		25.00	18.73
Office Supplies	-37.73		150.00	112.27
Security Services CoV		-1,194.00	1432.80	238.80
Collection Maintenance Program				
Acquisitions				
Preservation/Archival CoV		-875.00	1067.20	192.20
Display				
Outreach Program				
Hospitality & Supplies	-82.28		500.00	417.72
Publicity			660.00	660.00
Mailing/Postage			440.00	440.00
Program Reserve	-60.00		700.00	640.00
Contingency			25.00	25.00
Period Totals:	-186.28	-2,069.00	5,000.00	2,744.72
Closing Balances:	2,313.72	431.00		

Note: \$60 from Program Reserve for Open Studios

8C

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Description

Reviews

- Gray/white binder covers are attached with black cloth tape
- Light cream envelopes are attached with single-stitched pH-neutral cambric cloth
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- Binders: 60-pt. gray/white barrier board
- Envelopes: 7-pt. light cream buffered stock
- Acid-free, lignin-free
- P.A.T. Certified
- Choose your size below

Product Selection

SKU #	Options	Customizations	Price		Quantity
38 425 001 Width: 7.5 In Height: 10.5 In Depth: 0.25 In Weight: 0.3 Lb Ships same day	Binder Size: 10 1/2" H X 7 1/2" W Envelope Size: 10" H X 7" W	This product does not have any customizations	1+ 10+	\$4.71 Enter Quantity to View Price	0
38 425 002 Width: 9 In Height: 12 In Depth: 0.25 In Weight: 0.4 Lb Ships same day	Binder Size: 12" H X 9" W Envelope Size: 10 1/2" H X 8 1/2" W	This product does not have any customizations	1+ 10+	\$5.25 \$4.99	35
38 425 003 Width: 9.5 In Height: 12.5 In Depth: 0.25 In Weight: 0.5 Lb Ships same day	Binder Size: 12 1/2" H X 9 1/2" W Envelope Size: 12" H X 9" W	This product does not have any customizations	1+ 10+	\$5.88 Enter Quantity to View Price	0
38 425 004 Width: 10.5 In Height: 13.5 In Depth: 0.25 In Weight: 0.6 Lb Ships same day	Binder Size: 13 1/2" H X 10 1/2" W Envelope Size: 13" H X 10" W	This product does not have any customizations	1+ 10+	\$6.38 \$6.06	30

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