

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 7, 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

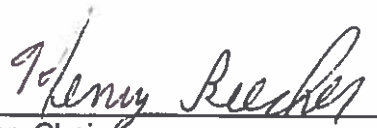
- i. Discuss Partnership with and Role of the McCune Foundation
- ii. Consider Use of the Albion Press, Policy and Procedures for Use
- iii. Writer's Workshop Public Reading – (remove)
- iv. Policy Book/Municipal Code Amendments
- v. Academic Outreach (McCune data on OAC) – (remove)

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

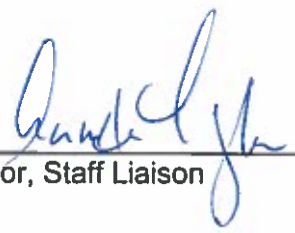
12. **ADJOURNMENT – 5:58 p.m.**

ATTESTED:

Henry Beecher


Henry Beecher, Chair

Annette Taylor


Annette Taylor, Staff Liaison