



Council Chambers  
Council Chambers – 2<sup>nd</sup> Floor  
555 Santa Clara Street  
Vallejo, CA 94590  
[www.cityofvallejo.net](http://www.cityofvallejo.net)

## AGENDA

### MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. COUNCIL CHAMBERS

October 7, 2024

#### COMMISSIONERS

Joel Benson, Chair  
Rebekah Truemper, Vice  
Chair  
Vince Tajima, Treasurer  
Henry Beecher  
James Petka  
Amy Nunn  
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.

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- In person
- Watch Vallejo local channel 28
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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](http://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.

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

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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, 3<sup>rd</sup> 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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## 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 Liaison
- D. Report from the Chair
- E. Others/Announcements
- F. ACTIVITY REPORTS
  - 1. Website
  - 2. 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](http://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 to speak remotely during public comment, please visit, [www.cityofvallejo.net/publiccomment](http://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.*

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A. **Approval of Agenda & Minutes**

Recommendation: By motion, approve the agenda for the October 7, 2024, Regular Meeting of the McCune Collection Commission and approve the minutes from the September 11, 2024, Special 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).

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

None

C. **Docenting**

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](http://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. **McCune Endowment Fund**

Action: Review the response and documentation provided by Finance Department to Vice Chair Truemper second set of questions regarding the McCune Endowment Fund

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

A. Review of the entire draft McCune Collection Commission Policy Book

10. **NEXT MEETING DATE:** December 2, 2024

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., October 3, 2024.

Dated: October 3, 2024

*Annette Taylor*

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Annette Taylor, Staff Liaison

## **MINUTES**

### **MCCUNE COLLECTION COMMISSION SPECIAL MEETING – 4:30 PM. September 11, 2024 Council Chambers**

- 1. CALL TO ORDER – 4:30 pm**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

Present: Joel Benson, Chair; Rebekah Truemper, Vice Chair; Commissioners Henry Beecher, Jame Petka, Vince Tajima, Amy Nunn

Absent: None

- 4. INTRODUCTION OF NEW COMMISSIONER AMY NUNN**

Commissioner Nunn gave a brief background and expressed her interest in being on the McCune Collection Commission.

- 5. COMMUNICATIONS**

- A. Report from City staff to the McCune Collection Commission
  1. Welcomed Commissioner Nunn to the Commission. Reported there is one vacancy on the Commissioner and the City Clerk is holding more interviews for those interested in being on a Commission.
- B. Report from Council Liaison to the McCune Collection Commission
  1. Welcomed Commissioner Nunn to the Commission.
- C. Report from McCune Foundation to the McCune Collection Commission
  1. Commissioner Beecher provided the background of the McCune Foundation. He reported that the two main topics at the last Foundation meeting were growing the Foundation and collaborating with the McCune Commission on an annual open house.
- D. Report from the Chair of the McCune Collection Commission
  1. No report.
- E. Others
  1. No report.

- F. ACTIVITY REPORTS**

1. Website  
Commissioner Petka reported that he will provide an update at the next meeting.
2. Volunteer Program – No report.

- 6. COMMUNITY FORUM**  
None

- 6. CONSENT CALENDAR AND APPROVAL OF AGENDA**

- A. Approval of Agenda & Minutes**

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Recommendation: By motion, approve the agenda for September 11, 2024, McCune Collection Commission regular meeting and approve the minutes from June 3, 2024, regular meeting.

Motion to accept the September 11, 2024, agenda, and the June 3, 2024, minutes with correction to Item 9 made by Vice Chair Truemper, seconded by Commissioner Beecher, approved 6-0.

## 7. RECURRING BUSINESS

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

Vice Chair Truemper may have an item for consideration; will discuss with Chair Benson.

### B. Submission of Monthly Receipts for Reimbursement

None.

### C. Docenting

Commissioner Beecher provided the following recap of Sunday docenting:

- July 21 – Victorian Parlor Magic by Chris Herren
- August 25 – Drought Tolerant Roses by Darrell Schramm
- September 22 – Community gathering to celebrate life and legacy of Julie Stratton
- October 19 – American Bookbinders Museum talk by Anita Engles
- November 17 – Mechanics Institute talk by Myles Cooper
- December 29 – McCune Collection Holiday Open House

Commissioner Beecher provided additional information regarding past open houses. Discussion by the Commissioners followed. Commissioner Petka reported that he is not available to open the McCune Room on the third Tuesday in December.

## 8. NEW/UNFINISHED BUSINESS

### A. Treasurer's Report

Approve the Treasurer's Report ending June 30, 2024.

Motion by Vice Chair Truemper, seconded by Commissioner Petka to approve the Treasurer's Report as presented, approved 6-0.

### B. McCune Collection Commission Draft Policy Book – Albion Press & Equipment Use – Chapter XIA-B

Chair Benson shared how he thought the Albion Press may be used to showcase the press to the public. Discussion followed regarding the draft policy and drafting of a proposal to use the press. Chair Benson will draft a proposal for Commissioners to review at the next meeting to allow using the press at the December Open House and a draft of proposed changes to the chapter on use of the Albion Press.

### C. McCune Endowment Fund

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Vice Chair Truemper reported that a meeting with the Finance staff to discuss her questions did not occur. Finance staff provided written responses to the questions which were in the agenda packet. Vice Chair Truemper had additional questions for Finance staff:

- Regarding 6.0.C: What is the City's pre-established benchmark rate of return?
- Regarding 22.0 Allocation: "Any gain or loss will be distributed on a pro rata basis to all nonrestricted funds." Yet the McCune Endowment Fund is a permanently RESTRICTED fund
  - Is it CoV practice to pool restricted and nonrestricted funds?
  - How are gains or losses distributed among RESTRICTED funds?
  - Are there other permanently restricted funds being managed by CoV?
  - What other funds are in the investment portfolio with the McCune funds?
- Who is the City's current investment advisor/firm? Who is their main point of contact at the CoV?
- How are the McCune Endowment funds currently invested? Specific fund allocations, please, and where are they held?
- What protects the McCune funds from other City needs, losses, cashflow shortfalls, or bankruptcy?
- City code regarding the McCune Commission (2.51.020.B) says "the McCune Commission shall advise City Council on matters related to the McCune Endowment." Further, the code (3.30.020) says "interest earned on the principal amounts deposited in the McCune Endowment shall be expended ... as determined by the McCune Commission," and (3.30.030) that the Commission shall consult with the Finance Director "concerning feasibility and usefulness during the decision-making process," which occurs prior to submitting to the finance director "its findings and determination concerning the financial status of the fund and those acquisitions or projects to be undertaken and completed by expenditures from the fund." This seems in some discrepancy with the McCune Endowment Fund management processes, in which the Commission is in no way involved or consulted. In any case, it does give the Commissioners a need to know about matters related to the McCune Endowment and calls for a way to consult with the Finance Director on some kind of regular basis to inform the Commission's decision making.

These questions will be forwarded to Finance staff for response.

## D. Goal Setting and Work Plan Meeting 2025

There was a discussion to hold a regular meeting and a special workshop/goalsetting meeting in October. Regular meeting is scheduled for October 7<sup>th</sup>, staff will research available dates and times to hold the special meeting.

## 9. FUTURE AGENDA ITEMS

McCune Collection Policy Book – Commissioner Beecher suggested that the Commission take a different strategy to move the draft Policy book forward. Discussion followed. Review of the Policy Book will be discussed during the special workshop/goalsetting meeting.

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10. **NEXT MEETING DATE:** October 7, 2024, 4:30 pm Regular Meeting; Special meeting  
October 7, 2024, 5:00 pm
  11. **ADJOURNMENT – 5:55 pm**  
Motion by Vice Chair Truemper to adjourn.
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ATTESTED:

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Joel Benson, Chair

*Annette Taylor*

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Annette Taylor, Staff Liaison