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MUSEUMS & CULTURAL AFFAIRS

The City of El Paso Hispanic Cultural Center Subcommittee
Wednesday – April 1, 2015 – 1:00 p.m.
City Hall, Main Conference Room

MINUTES

1. **Call to Order.** Meeting was called to order at 1:00 p.m.

2. Roll Call.	<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
	Rafael Adame	X	
	Jesus "Cimi" Alvarado	X	
	Ruben Chavez	X	
	Yolanda Clay		X
	Luis Cortinas	X	
	Fermin Dorado	X	
	Jaime Esparza	X	
	Rosa Guerrero	X	
	Hector Gutierrez	X	
	Carlos Hisa		X
	Enrique Moreno	X	
	Barbara Perez	X	
	Cindy Ramos-Davidson		X
	Gustavo Reveles	X	
	Silvestre Reyes		X
	Belen Robles	X	
	Maya Sanchez	X	
	Nestor Valencia	X	
	Theresa Ware-Asbury	X	

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Others present: Tracey Jerome, Ben Fyffe, Kristen Hamilton, Bryan Crowe and Misty Monteros.

3. **Public Comment.** The following members of the public commented: Teresa Ziraldo and Lelia Gaines

4. **Discussion and Action on Approval of Minutes for March 26, 2015.** Members expressed concern that questions posed in the March 26th meeting were not reflected in the minutes as a means of documentation. Kristen Hamilton replied that the minutes would be amended to reflect the questions asked and the March 26th minutes would be brought forward with the April 1st minutes for approval at the next meeting. Members were reminded that because we are subject to the Open Meetings Act, things occurring outside of a meeting would not be contained in the meeting minutes. In order to get outside questions answered, they must be brought to a meeting under a posted agenda item in order to be discussed during a meeting. Posing questions to staff outside of a meeting is working outside of the board as a whole, and those questions will be addressed separately with the inquiring member. Hector Gutierrez moved to approve the minutes with the amendments described; Barbara Perez seconded. A member inquired about postponing approval of the minutes until the next meeting since they do not reflect the questions that were requested. Another member inquired about approving the minutes as staff minutes only since there is no reflection of the board's questions. Hector Gutierrez withdrew his motion. Ben Fyffe requested a motion to postpone approval of the minutes until the next meeting. Gustavo Reveles so moved; Belen Robles seconded; all members voted in favor, none opposed, and motion passed unanimously.

5. **Discussion and Action on Election of Chair and Vice-Chair.** Ben Fyffe asked for nominations or self-nominations for Chair. Rosa Guerrero nominated Jaime Esparza, and Hector Gutierrez supported the nomination, noting that Jaime Esparza has served the community for over 20 years with distinction and added he believed Mr. Esparza would be fair, honest and transparent. Gustavo Reveles nominated Jesus "Cimi" Alvarado,

and Maya Sanchez supported the nomination, noting that "Cimi" is recognized on a national and global stage, having been featured in the New York Times for what he does, noting that his background as an artist and having previously worked to create a cultural center in Dallas puts him in the forefront to best lead the group in creating a center that is cutting edge and pushing the boundaries of what is the norm in cultural centers today. Concerns were raised regarding having an elected official on a non-partisan level representing a partisan posture and community pushback due to preconceived perceptions. It was also noted that Mr. Esparza has extensive budget experience and members were reminded of the oath they took committing them to certain principles while serving on the board. A member expressed that involvement in other organizations should not be a disqualifying factor for anyone to serve. Kristen Hamilton briefly explained the duties of the chair, noting they are basically ministerial, to conduct the meeting in an orderly fashion, keep the meeting rolling and ensure one person speaks at a time.

Ben requested a motion to vote for Chair. Nestor Valencia so moved; Belen Robles seconded. Individual votes were taken around the table; with 5 votes for Jesus "Cimi" Alvarado and 10 votes for Jaime Esparza, Jaime Esparza will serve as Chair.

Ben next asked for nominations or self-nominations for Vice-Chair. Ruben Chavez nominated Jesus "Cimi" Alvarado, and Gustavo Reveles supported the nomination. Enrique Moreno nominated Nestor Valencia, and Luis Cortinas supported the nomination.

Ben requested a motion to vote for Vice-Chair. Theresa Ware-Asbury so moved; Maya Sanchez seconded. Individual votes were taken around the table; with 6 votes for Jesus "Cimi" Alvarado and 9 votes for Nestor Valencia, Nestor Valencia will serve as Vice-Chair.

6. Discussion and Action on Adoption of By-laws. Chair requested a review of the by-laws from staff. Kristen Hamilton noted that the by-laws reflected the language from the resolution that created this subcommittee with more detail included for clarification. She opened the floor for questions. A question was raised regarding why officers are elected annually if the board sunsets on December 31, 2015. Kristen replied elected officers would serve until the expiration of the subcommittee, which is currently set for December 31, 2015. If Council decides to extend the board for another year, then elected officers would serve until this time next year, at which point another election will be held. A question was raised regarding Article I, number 2 that states members shall be resident citizens of El Paso. Kristen replied she did not think that was a requirement under the resolution, so it could be amended, but she will look into it further. A member inquired about the procedure for getting items on the meeting agenda, and Kristen replied that items should be submitted to staff one week in advance of the meeting – this will be added to the by-laws. A comment was made regarding Article III, number 4 that states members absent from 3 consecutive meetings may be removed from the subcommittee. Kristen replied that was not a requirement, but if there is a concern, the elected officers may report the absences to Council. Chair requested a motion to postpone the vote on this item as legal direction is needed on Article I, number 2. Theresa Ware-Asbury so moved; Belen Robles seconded; all members voted in favor, none opposed, and motion passed unanimously.

7. Presentation by Staff in Response to Committee Questions Regarding the Budget for the Hispanic Cultural Center and Operational Budgets for Other City Facilities. Ben Fyffe began by noting there were a number of questions at the initial meeting after the presentations. With the time between meetings, responses to those questions were gathered in an effort to provide the information requested. There are still some outstanding requests such as the complete report from the consultant and a breakdown of the public and private funding for existing municipal cultural facilities.

One request was a way to get recommendations or needs assessed from the community, specifically artists and cultural practitioners in the community. A needs assessment was drafted to be sent out through various channels for artists and cultural practitioners to respond directly and let us know things they are looking for to help support the work they do and the kinds of programming they would be interested in attending. Ben briefly reviewed the drafted needs assessment with members, and opened the floor for questions or comments. A request was made to add 'musicians' to the list of disciplines in number 2 of the needs assessment, along with a general, flexible space option in number 3 to allow for cultural sports. It was suggested to prepare and sample different cultural foods in a commercial kitchen to make it inclusive for everyone. A question was raised regarding the plan of action to disseminate the needs assessment and also who qualifies as an artist or cultural practitioner. Ben replied that once the assessment is finalized with the amendments requested, it would be electronically disseminated to a broad listserv that the Museums and Cultural Affairs Department has of artists, cultural practitioners and arts organizations. It could also be forwarded and move very quickly throughout the community. Hard copies could also be made available at different places to allow those who do not have computer access a chance to participate as well. An 'artist' is defined using specific terms and types of artistic disciplines as delineated by the Texas Commission on the Arts. A request was made to add an option allowing the number of years in the discipline to be entered on number 2 where artistic or cultural disciplines are listed to describe the artists' work. A question was raised regarding whether artists would identify themselves on the needs assessment, and Ben replied that most feedback is done anonymously so that participants feel they can freely tell what they would like. There is an optional sign-in available that is used if the participant is comfortable with being contacted for further questions. It was noted that the option to add the participant's name would be added, but it would be optional. A member suggested that the Hispanic Chamber of Commerce did a survey that went out to over a thousand businesspeople and perhaps the feedback on that survey could be shared so as not to reinvent

the wheel. Ben replied we had asked for it in the past, but would follow up with another request to get the information to members. A question was raised regarding the timeline to send out the needs assessment, and Ben replied it would be out about 3 weeks in the community before results are analyzed and compiled for a report to the subcommittee. Ben noted the revisions requested would be made before disseminating to the public, and further added that a link would be emailed to members for dissemination to their contacts.

Another item prepared in response to a question at the last meeting was the mission statements for the various entities within the department. Members were supplied with a copy of the mission statements for the Cultural Affairs office and the three museums, all of which are encompassed in the Museums and Cultural Affairs Department. With that, Ben concluded the presentation by staff.

8. Discussion and Action on Meeting Schedule. Chair asked members to consult with their calendars and asked for a meeting date suggestion from Ben. Ben replied that third Wednesdays work very well for staff, on a monthly basis at 1pm and added that would allow for one more meeting before the first report is due on April 28th. Chair noted the next meeting would be scheduled for April 15th at 1pm in the main conference room at City Hall. A member asked if it was possible to schedule subsequent meetings and Ben replied that a regular schedule will help everyone in planning schedules, to achieve quorum and for staff to be able to plan adequately and be responsive to requests that are made. Chair requested a motion to approve the third Wednesday of each month as a regular meeting date. Ralph Adame so moved; Luis Cortinas seconded; all members voted in favor, none opposed, and motion passed unanimously.

9. Discussion and Action on Strategy for Addressing Duties as Listed in the Creating Resolution. Ben Fyffe began by reminding members there are specific deliverable items that Council has requested this subcommittee be able to work on and develop specific recommendations for the Council and BOAC. In the by-laws there is the option of creating working groups and the recommendation is for members to consider the idea of forming working groups around specific items based on individual interests and expertise. The idea is so that committee members can meet in groups and develop recommendations that can be presented to the larger body before going before Council and the BOAC. Chair suggested that members take time to review the duties listed in the creating resolution on page 2 and make it the main agenda item for the next meeting. Chair requested a motion to postpone. Nestor Valencia so moved; Ralph Adame seconded; all members voted in favor, none opposed, and motion passed unanimously.

10. Adjournment. Chair requested a motion to adjourn. Belen Robles so moved; Luis Cortinas seconded; all members voted in favor, none opposed, and motion passed unanimously. Meeting was adjourned at 2:29pm. Next meeting scheduled for April 15, 2015.

Approved for content by:
Jaime Esparza, Chair

Respectfully submitted by:
Misty Monteros, Administrative Assistant
Museums & Cultural Affairs Department

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