



## CITY OF SANTA BARBARA

### REGULAR MEETING SANTA BARBARA ARTS AND CRAFTS SHOW ADVISORY COMMITTEE

Tuesday  
March 8, 2022  
6:00 p.m.

**This Meeting Will Be Conducted Electronically  
As Described Below**

#### MEETING AGENDA

**THIS MEETING WILL BE HELD BY TELECONFERENCE AS AUTHORIZED BY GOVERNMENT CODE § 54953(e)(1)(A) TO PROMOTE SOCIAL DISTANCING AND PRIORITIZE THE PUBLIC'S HEALTH AND WELL-BEING UNDER SANTA BARBARA COUNTY HEALTH OFFICER ORDERS. AS A PUBLIC HEALTH AND SAFETY PRECAUTION, THE LOUISE LOWRY DAVIS CENTER WILL NOT BE OPEN TO THE GENERAL PUBLIC. THE CITY OF SANTA BARBARA STRONGLY ENCOURAGES AND WELCOMES PUBLIC PARTICIPATION DURING THIS TIME. PUBLIC PARTICIPATION IS AVAILABLE THROUGH THE FOLLOWING OPTIONS:**

#### **HOW TO OBSERVE AND/OR SPEAK LIVE AT A MEETING**

- **Web:** [https://santabarbaraca.gov.zoom.us/webinar/register/WN\\_Nshir9XnT3eYvajmFoSAyA](https://santabarbaraca.gov.zoom.us/webinar/register/WN_Nshir9XnT3eYvajmFoSAyA)  
(Participation via Zoom) Please complete the Zoom registration
- **Telephone:** Dial 1-669-900-6833, Enter Webinar ID: 822 7599 8593  
(press \*9 to raise/lower hand; press \*6 to mute/unmute)

**PUBLIC COMMENT:** Members of the public wishing to speak must “raise their hand” in the Zoom platform by selecting the virtual hand icon when their item is called. When persons are called on to speak, their microphone will be activated by City staff and the speaker will be notified that they can now unmute themselves in order to begin speaking. The speaker will then need to unmute themselves by selecting the ‘mute/unmute’ icon or pressing Alt+A on their keyboard.

Each speaker will be given a total of 2 minutes to address the Committee. Pooling of time is not allowed during meetings.

**WRITTEN PUBLIC COMMENT:** Public comments sent via email to [jbryan@SantaBarbaraCA.gov](mailto:jbryan@SantaBarbaraCA.gov) and received no later than one hour before the meeting will be submitted to the Arts and Crafts Show Committee Members and will become part of the public record.

**PUBLIC COMMENT:** Public comment on matters not listed on the agenda will occur at the beginning of the meeting. Members of the public wishing to speak must “raise their hand” in the Zoom platform by selecting the virtual hand icon during the presentation of that item. When persons are called on to speak, their microphone will be activated by City staff and the speaker will be notified that they can now unmute themselves in order to begin speaking. The speaker will then need to unmute themselves by selecting the ‘mute/unmute’ icon or pressing Ctrl+Alt+A on their keyboard.

For those who need accessibility accommodation in using the “raise hand” function and/or registering to participate in the Zoom session, please contact the Santa Barbara Arts and Crafts Show office by 5:00 p.m. the day before the meeting for assistance. Additionally, a speaker may email [jbryan@SantaBarbaraCA.gov](mailto:jbryan@SantaBarbaraCA.gov) by 5:00 p.m. the day before a meeting, stating which item they wish to speak on. When persons are called on to speak, their microphone will be activated the speaker will be notified by City staff that they can now unmute themselves in order to begin speaking. The speaker will then need to unmute themselves by selecting the ‘mute/unmute’ icon or pressing Ctrl+Alt+A on their keyboard.

Each speaker will be given a total of 2 minutes to address the Committee. Pooling of time is not allowed during public comment. The time allotted for general public comment at the beginning of session is 15 minutes.

**PUBLIC COMMENT ON AGENDIZED ITEMS:** Members of the public wishing to speak on a matter on the agenda must “raise their hand” in the Zoom platform by selecting the virtual hand icon during the presentation of that item. The “raise hand” icon is generally located on most devices in the upper right hand corner of the screen. For those who need accessibility accommodation in using the “raise hand” function, please contact the Santa Barbara Arts and Crafts Show office by 5:00 p.m. the day before the meeting for assistance. Additionally, a speaker may email [jbryan@SantaBarbaraCA.gov](mailto:jbryan@SantaBarbaraCA.gov) by 5:00 p.m. the day before a meeting, stating which item they wish to speak on. When persons are called on to speak, their microphone will be activated and they will be notified to begin speaking. Each speaker will be given a total of 2 minutes to address the Committee. Pooling of time is not permitted.

## **CALL TO ORDER**

### **ROLL CALL**

#### **Committee**

Cris Hamilton – Arts  
Brad Kazmerzak - Arts  
Marilyn Dannehower – Crafts  
Nicole Horstin – Crafts, Chair

Crafts Alternates  
Jack Bailey – 1<sup>st</sup> Alternate  
Marilyn Loperfido – 2<sup>nd</sup> Alternate

Arts Alternates  
Erin Duffy – 1<sup>st</sup> Alternate  
Jeff Kennedy – 2<sup>nd</sup> Alternate

#### **Staff**

Rich Hanna – Recreation Manager  
Jason Bryan – Senior Recreation Supervisor  
Janet Sackett – Administrative Specialist

#### **Parks & Recreation Commission Liaison**

Robin Unander-La Berge

**Member At Large** (vacant)

## **WELCOME NEW COMMITTEE MEMBERS**

1. Welcome new Advisory Committee member Brad Kazmerzak and alternates Erin Duffy and Jeff Kennedy

## **SCREEN NEW MEMBERS**

### **GENERAL BUSINESS**

1. Changes To The Agenda
2. Written Communications
  - a. Email from Terry Hufft regarding space sizes
  - b. Email from Claire Weber regarding G.1 and G.8 rule recommendations
  - c. Emails from Jeff Kennedy regarding meeting videos and membership software (2)
  - d. Email from Jeff Kennedy regarding Show integration
  - e. Emails from Lenny Ross regarding Sign Up Genius (2)
  - f. Emails from Marilyn Loperfido regarding agenda items (2)
  - g. Emails from Marilyn Loperfido regarding holiday Show email (3)
  - h. Email from Marilyn Loperfido regarding online ballot
  - i. Email from Marilyn Loperfido regarding rules G.1 and G.8
  - j. Emails from Marilyn Loperfido regarding term limits (2)

3. Public Comment

## **CONSENT ITEMS**

### **1. Minutes– For Action (Attachment)**

Recommendation: That the Committee waive the reading and approve the minutes of the Regular Meetings of January 12, 2022 and February 8, 2022

### **2. Attendance Report – For Information**

Recommendation: That staff present attendance data for February 2022

## **OLD BUSINESS**

### **1. Discuss policy for members attending a short time to achieve attendance credit – For Discussion**

Recommendation: Continue the discussion from the February meeting considering minimum attendance time and other suggestions to prevent gaps in the show line; open item to public comment; bring back to Committee for discussion.

- a. Determine if the Committee would like to move forward with an update to rule G.1 to change the minimum attendance requirement to obtain attendance credit from 2 hours to 4 hours.
- b. Determine if the Committee would like to move forward with the suggestion of providing quarterly attendance credit up to but not exceeding perfect attendance for members with a specified seniority. An example policy for discussion would be members with 5 years seniority would receive 1 attendance credit per quarter and members with 10 or more years seniority would receive 2 attendance credits per quarter.

### **2. Advertising Report – For Action**

Recommendation: Staff to present an update on advertising; open item to public comment; bring back to Committee for Action

- a. Approve Chamber “Flat Map” ad for 2022 for \$1,000
- b. Approve rack card distribution for \$2,147 (previously discussed and confirmed that Bakersfield will be included at no additional cost)
- c. Approve rack card printing at \$576 for 12,500 cards or \$843 for 20,000 cards

### **3. Decide if the Show will Continuing to use SignUpGenius for Sunday Shows – For Action**

Recommendation: Continue the discussion from the February meeting on to determine if the use of SignUpGenius for Sunday shows will be continued; open item to public comment; bring back to Committee for action.

### **4. Review Policy for Medical Leave on Attendance Credit and Space Retention – For Discussion**

Recommendation: Continue the discussion from the February meeting attendance credit for medical leave with a consideration of modifying G.1 to specify that attendance credit for medical leave credit applies specifically to maintaining Show membership; open item to public comment; bring back to Committee for discussion

G.1 In the event of a waitlist, permit holders must show 12 times in a permit year and new permit holders 6 times in their 6 month's permit period in order to renew a show permit. Permit holders must sign the attendance sheet provided by the Monitor to ensure proper credit on attendance records. This responsibility rests solely with the permit holder. Permit holders must exhibit their merchandise a minimum of 2 hours in order to obtain attendance credit. Exceptions will be made for injury, illness and pregnancy if the permit holder notifies the Show Office in writing and with a doctor's written excuse prior to permit expiration. 8/2014

G.8 Permit holders must attend the show no less than 6 times in the previous quarter to retain their assigned space. Failure to maintain this minimum attendance will result in loss of assigned space. Exceptions will be made for injury, illness and pregnancy, if the permit holder notifies the Show Office in writing and with a doctor's written excuse before the end of the current quarter. The exceptions are for maintaining minimum show attendance only. 5/1998

**5. Establish Ad-Hoc Committee Leads to Discuss Code of Conduct and Violation Enforcement Procedures – For Action**

Recommendation: Establish leads for an ad-hoc meeting with to review recommended changes to the violation procedure using the Department's new Code of Conduct; open item to public comment; bring back to Committee for action.

**NEW BUSINESS**

**1. Consider Establishing Policy for Space Sharing– For Discussion**

Recommendation: begin a discussion on establishing policy that would allow space sharing for reasons other handicap accommodation; open item to public comment; bring back to Committee for discussion

**2. Consider Combining Select Vacant Spaces in the East Section to Establish Larger Spaces for Future Assignments – For Discussion**

Recommendation: begin a discussion on combining some vacant spaces in the east section of the Show; open item to public comment; bring back to Committee for discussion

**ADJOURNMENT**

**REPORTS:** Copies of documents relating to agenda items are available for review at the Santa Barbara Arts and Crafts Show Office, 100 East Carrillo Street, during normal business hours. Please note that emailed meeting packets may not include some exhibits. Materials related to an item on this agenda submitted to the Santa Barbara Arts and Crafts Show Advisory Committee after distribution of the agenda packet are available for public inspection in the Santa Barbara Arts and Crafts Show Office located at 100 East Carrillo Street, during normal business hours.

**AMERICANS WITH DISABILITIES ACT:** If you need auxiliary aids or services or staff assistance to attend or participate in this meeting, please contact Jason Bryan at 805-560-7550. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

**Next Regular Meeting:       Via Teleconference**  
**Tuesday, April 12, 2022**

