



McCune Room  
 John F. Kennedy Library  
 Lower Level  
 505 Santa Clara Street  
 Vallejo, CA 94590  
[www.cityofvallejo.net](http://www.cityofvallejo.net)

**AGENDA**

**MCCUNE COLLECTION  
 COMMISSION**

**REGULAR MEETING – 5:00 P.M.**

**July 6, 2017**

**COMMISSIONERS**

Henry Beecher, Chair  
 Joanne Schivley,  
 Vice Chair  
 Guy Brookshire  
 Ken Innes  
 Julie Stratton  
 Thia Markson

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.

Those wishing to address 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; and 2) on a Consent Calendar item are limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

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 City Clerk's 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 at <http://www.cityofvallejo.net> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527,

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	<p>McCune Room 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.</p> <p>Please call (707) 674-4082 if outside gate is closed.</p>
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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. COMMUNICATIONS**

- A. Report from City staff to the McCune Collection Commission
  - 1. Commission Vacancies & Applications Update
  - 2. Staff Secretary Change
- B. Report from Council Liaison to the McCune Collection Commission
- C. Report from McCune Foundation to the McCune Collection Commission
- D. Others

**4. COMMUNITY FORUM**

*Anyone wishing 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, is requested to submit a completed speaker card to the Executive Secretary of the Commission. When called upon, each speaker should state his /her name, and address 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.*

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

*Members of the public wishing to address the commission on Consent Calendar Items are requested to submit a completed speaker card to the Executive Secretary to the Commission. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the commission. Items removed from the commission will be heard immediately after approval of the Consent Calendar and Agenda.*

**A. Approval of Agenda & Minutes**

Recommendation: By motion, approve the agenda for the regular meeting, July 6, 2017, McCune Collection Commission and approval of the minutes from the June 8, 2017 special meeting.

**6. CHAIR'S REPORT**

**7. OLD BUSINESS**

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

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

**8. NEW BUSINESS**

**A. Set Docent Schedule:**

Regular Hours:

Saturday, August 5, 12-2 pm: \_\_\_\_\_

Tuesday, August 1, 2-4 pm.: \_\_\_\_\_

Saturday, August 19, 12-2 pm: \_\_\_\_\_

Tuesday, August 15, 2-4 pm.: \_\_\_\_\_

**B. Request City staff to review request for clarification and direction on re-establishing the use of the printing equipment (attachment)**

Action: By motion, submit request to the City.

**C. Report Back from Ad-hoc Committee to develop a draft plan on a Printing Society Subcommittee (attachment)**

Action: By motion, submit request to City staff for review and direction.

**D. Report back from Ad Hoc Preservation committee on archival supplies using 2016-17 subsidy (attachment)**

Action: Receive report.

**E. 2017-18 McCune Endowment Fund allotment request (attachment)**

Action: By motion, submit request to City.

**F. Printing mailers for 2017 Fall Program Series**

Action: By motion, authorize not to exceed amount for use of outside printer.

**G. Reschedule or Cancel August 3, 2017 and September 7, 2017 Meetings**

Action: By motion, reschedule and/or cancel the August 3, 2017 and September 7, 2017 regular meetings due to staffing conflicts.

**H. Posting Announcement/Signage outside of the purview of the McCune Collection Commission**

Discussion item.

**I. McCune Room use requests**

Action: By motion approve/deny the following room use requests

- 1) Poet Laureate Event (6:30 pm on Friday, July 28, 2017)

**8. ACTIVITY REPORTS**

- A. Program Series
- B. Website
- C. Art Walk
- D. Volunteer Program
- E. Writers Workshop

**9. ANNOUNCEMENTS**

**10. FUTURE AGENDA ITEMS**

- A. Discussion of Agenda Items for Future Meetings
  - i. Liability Waiver and Release for Vallejo Print and Book Art Club
  - ii. Discuss ideas for furthering academic outreach

**11. NEXT MEETING DATE: TBD**

**12. ADJOURNMENT**

ADDITIONAL CITY INFORMATION

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Sign up to receive City updates and get connected with your neighbors on Nextdoor ([www.nextdoor.com](http://www.nextdoor.com))

I, Dawn G. Abrahamson, City Clerk, 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 1:00 p.m., Monday, July 3, 2017.

Dated: July 3, 2017

  
Dawn G. Abrahamson, City Clerk