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Direct questions or concerns to the Commission Liaison Monica Harte at (310) 618-618-2380 or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

The Cultural Services Commission is an advisory body to the City Council that meets on the third Monday of each month 7:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE CULTURAL ARTS COMMISSION AGENDA  
MONDAY, OCTOBER 16, 2023  
REGULAR MEETING  
7:00 P.M. IN THE WEST ANNEX COMMISSION MEETING ROOM  
AT CITY HALL, 3031 TORRANCE BOULEVARD  
TORRANCE, CA 90503**

**THE CULTURAL ARTS COMMISSION MAY TAKE ACTION ON ANY ITEM LISTED  
ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members Cabrera, Carrasco, Hsiao, Klinenberg, Kraemer, Polcari, Chair Sargent

**2. FLAG SALUTE:**

**3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA**

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, October 12, 2023 /s/ Rebecca Poirier

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

**5. ORAL COMMUNICATIONS** (Limited to a 15 minute period)

*This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minute per speaker. Your comment to the Commission meeting will be recorded as part of the meeting. By staying in the meeting and making public comment during the meeting, you are agreeing to have your comment recorded.*

**6. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.*

**6A. APPROVAL OF MINUTES:**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission:

- 1) Approve the Cultural Arts Commission minutes of July 17, 2023; and
- 2) Approve the Cultural Arts Commission minutes of September 18, 2023.

## **7. ADMINISTRATIVE MATTERS**

### **7A. CULTURAL SERVICES MANAGER – REVIEW CULTURAL SERVICES DIVISION UPDATES**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission review updates on the Cultural Services activities.

### **7B. CULTURAL SERVICES MANAGER – DISCUSS AND DETERMINE COMMISSION DARK NIGHTS**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission discuss the 2023 November and December meetings to declare which month shall be dark.

### **7C. CULTURAL SERVICES MANAGER – APPROVAL OF THE 2022-2023 CULTURAL SERVICES COMMISSION ANNUAL REPORT**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission approve the 2022-2023 Cultural Services Annual report and forward recommendation to City Council for acceptance and filling.

## **8. COMMISSION ORAL COMMUNICATIONS**

## **9. ADJOURNMENT**

**9A.** Adjournment of the Cultural Arts Commission Meeting to MONDAY, November 20, 2023, at 7:00 p.m. in the West Annex Conference Room.



**MINUTES OF A REGULAR MEETING OF  
THE TORRANCE CULTURAL ARTS COMMISSION**

**1. CALL MEETING TO ORDER**

The Torrance Cultural Arts Commission convened in a regular session at 7:00 p.m. on Monday, July 17, 2023, in the West Annex Commission Meeting Room.

**ROLL CALL**

Present: Commissioners Cabrera, Carrasco, Hsiao, Klinenberg, Kraemer, Sargent, and Chair Polcari.

Absent: None.

Also Present: Cultural Services Manager Monica Harte.

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Commissioner Kraemer.

**3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA**

Chair Polcari reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Thursday, July 13, 2023.

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS:**

None.

**5. ORAL COMMUNICATIONS**

Members of the public spoke.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: JUNE 19, 2023**

**MOTION:** Commissioner Kraemer moved to approve the June 19, 2023, minutes as amended. Commissioner Hsiao seconded the motion; a roll call vote reflected 7-0 approval.

**6B. NOMINATION AND ELECTIONS OF CHAIR AND VICE CHAIR**

Commissioner Hsiao nominated Commissioner Sargent to be Chair from July 2023 to June 2024.

Commissioner Sargent nominated Commissioner Kraemer as Vice Chair.

Commissioner Cabrera nominated Commissioner Carrasco as a Vice Chair.

**MOTION:** Commissioner Hsiao moved to have Commissioner Sargent serve as Chair. Commissioner Kraemer seconded the motion; a roll call vote reflected 7-0 approval.

**MOTION:** Commissioner Sargent moved to have Commissioner Kraemer serve as Vice Chair. Commissioner Hsiao seconded the motion; a roll call vote reflected 4-3 approval (Commissioners Cabrera, Carrasco and Klinenberg voting against the motion).

7. **ADMINISTRATIVE MATTERS**

7A. **CULTURAL SERVICES MANAGER – RECEIVE AND FILE CULTURAL SERVICES DIVISION UPDATES**

Cultural Services Manager Harte presented the Cultural Services Division Updates:

- Torrance Summer Nights have been successful.
- Torrance Art Museum will open *Body Politics*, July 22, 2023.
- Torrance Theatre Company will open *Kinky Boots*, August 5, 2023.
- Torrance Cultural Services classes have been rebranded as Cultural Education.
- Excellence in Arts sub-committee meeting was productive with discussion of nominations; there are currently (2) nominations.
- Torrance Rose Float Association conceptual Rose Float design was approved by City Council.
- Torrance Sister City Association annual report and financial statements were approved by City Council.
- Torrance Theatre Company has (3) improv classes, (2) at Wilson Park, and (1) that collaborates with Torrance Education Foundation to offer an improv camp through the summer school programming at Hickory Elementary.
- Torrance Civic Chorale is preparing for the Fall season which includes a jazz ensemble.

Members of the Commission spoke.

7B. **CULTURAL SERVICES MANAGER – DISCUSS GOLDEN CIRCLE AWARD FOR CONTINUED SERVICE**

Cultural Services Manager Harte presented item 7B:

Members of the Commission spoke.

**MOTION:** Commissioner Sargent moved to recommend that the Cultural Arts Commission's Excellence in Arts Awards include the Golden Circle Award for continuing service in October 2023. Commissioner Carrasco seconded the motion; a roll call vote reflected 7-0 approval.

**7C. CULTURAL SERVICES MANAGER – DISCUSS ANNOUNCEMENT OF 2024 EMERGING ARTIST CATEGORY**

Cultural Services Manager Harte presented Item 7C.

Commissioner Carrasco read the draft created for the Emerging Artist category.

Members of the Commission spoke.

**MOTION:** Commissioner Carrasco moved to include the new Excellence in Arts category, Emerging Artist, for the year 2024, to be announced at this year's Excellence in Arts ceremony. Commissioner Klinenberg seconded the motion; a roll call vote reflected 7-0 approval.

**8. COMMISSION ORAL COMMUNICATIONS**

Commissioners Cabrera, Klinenberg, Carrasco, Sargent, Kraemer, Hsiao and Chair Polcari spoke.

Commissioner Sargent presented flyers to the St. Luke's Presbyterian Church summer concert series.

Chair Polcari announced that Ballet California will have their Casino Night, October 2023 and will provide additional information in a future meeting.

Chair Polcari requested information on the Utility Box Wrap project. Cultural Services Manager Harte responded that a discussion regarding the project will be on the City Council's Agenda.

Commissioner Sargent requested information on the joint meeting with City Council. Cultural Services Manager Harte replied that a schedule is being prepared but dates have yet to be announced.

**9. ADJOURNMENT:**

**MOTION:** At 8:03 p.m., Commissioner Sargent moved to adjourn the meeting to Monday, August 21, 2023, at 7:00 p.m. in the West Annex Commission Meeting Room. The motion was seconded by Commissioner Klinenberg; a roll call vote reflected 7-0 approval.

###

**MINUTES OF A REGULAR MEETING OF  
THE TORRANCE CULTURAL ARTS COMMISSION**

**1. CALL MEETING TO ORDER**

The Torrance Cultural Arts Commission convened in a regular session at 7:00 p.m. on Monday, September 18, 2023, in the West Annex Commission Meeting Room.

**ROLL CALL**

Present: Commissioners Cabrera, Carrasco, Hsiao, Klinenberg, Kraemer, Polcari, and Chair Sargent.

Absent: None.

Also Present: Cultural Services Manager Monica Harte.

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Commissioner Kraemer.

**3. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA**

Cultural Services Manager Harte reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Thursday, September 14, 2023.

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS:**

None.

**5. ORAL COMMUNICATIONS**

A member of the public spoke.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: AUGUST 21, 2023**

**MOTION:** Commissioner Cabrera moved accept the August 21, 2023, minutes as presented. Commissioner Kraemer seconded the motion; a roll call vote reflected unanimous approval.

**7. ADMINISTRATIVE MATTERS**

**7A. CULTURAL SERVICES MANAGER – REVIEW CULTURAL SERVICES DIVISION UPDATES**

Cultural Services Manager Harte presented Item 7A:

- Excellence in Arts Award nominees have been notified and the event is in production.
- Torrance Art Museum is preparing for the Biennial and La Muerte openings as well as the TRYST / NOMAD 2 exhibition at Del Amo Crossings.
- Torrance Theater Company opens October 7, 2023, with a *Dangerous Corner*.
- Torrance Cultural Services classes have started.
- The Utility Box Public Art Program website is up; a press release went out September 15, 2023.
- Ad hoc committee formed to survey businesses interested in adding art elements has completed their investigation and are developing a survey; businesses that are interested will be referred to the Torrance Economic Development Department for further consideration.
- Civic Chorale will perform for the City Council, Tuesday, November 28, 2023, and their December concert will be held Friday, December 8, 2023.
- Torrance Sister City Association is preparing for their trip to Kashiwa.
- Torrance Theater Company's, *Hot Tip*, tickets are on sale.
- *Kinky Boots* was the third highest selling musical in the last (24) years.
- Torrance Rose Float Association was featured on KTLA 5.

Members of the Commission spoke.

Cultural Services Manager Harte stated that she would investigate the Utility Box Art Program website to have links stating "to be determined".

**8. COMMISSION ORAL COMMUNICATIONS**

Commissioner Cabrera suggested to be part of the Beer Crawl Event next year to support artwork through the event. He announced the South Bay Wind Ensemble's Saturday, October 28, 2023, performance to the 1931 film, *Frankenstein*.

Commissioner Klinenberg suggested a Neil Diamond tribute band performance at the Armstrong Theatre.

Commissioner Hsiao stated that he will not be present October 15, 2023, and requested an excused absence for presenting the Arts Education Awards. Cultural Services Manager Harte replied that she can assist.

Commissioner Polcari spoke on the Rose Float Association stating that donations are welcomed.

Commissioner Kraemer stated that the Excellence in Arts was not on the City Calendar and requested that it be placed on the calendar. Cultural Services Manager Harte acknowledged the request.

Chair Sargent requested that the 2023 November and December meetings be placed on the Agenda to discuss going dark.

9. **ADJOURNMENT:**

**MOTION:** At 7:30 p.m., Commissioner Klinenberg moved to adjourn the meeting to Monday, October 16, 2023, at 7:00 p.m. in the West Annex Commission Meeting Room. The motion was seconded by Commissioner Hsiao; a roll call vote reflected unanimous approval.

###

Subject to Approval



For Commission Meeting  
October 16, 2023

**TO: CULTURAL ARTS COMMISSION**

**FROM: MONICA HARTE, CULTURAL SERVICES MANAGER**

**RE: CULTURAL SERVICES DIVISION MANAGER- DIVISION UPDATES**

Recommendation of the Cultural Services Manager that the Cultural Arts Commission receive and file updates on the Cultural Services Division:

- The Excellence in Arts Award awards was presented October 15, 2023, at the Toyota Meeting Hall.
- Torrance Art Museum (TAM) is presenting Sur Biennial and MALA MUERTE, a wonderful exhibition. TAM is also preparing the TRYST/NOMAD2 exhibitions at Del Amo Crossing October 27-29, 2023.
- Torrance Theatre Company (TTC) opened with Dangerous Corner, a mystery/thriller, on October 7, 2023.
- Torrance Cultural Services Classes have added jewelry classes to the line-up of classes and the new jewelry teacher, silversmith, John Warhank, is slated to conduct a workshop before the holidays.
- Artists are reaching out to be considered for inclusion on the Utility Box Public Art Program list of approved artists. Businesses are being contacted for sponsorship opportunities.
- Torrance Civic Chorale had a successful launch this Fall with growing numbers and the new Jazz Ensemble.
- The Torrance Sister City Association had a successful trip to Kashiwa, the final element of the 50<sup>th</sup> Anniversary celebration.
- The Torrance Rose Float Association Agreement for the 2024 float funding is scheduled as a Council item October 17, 2023.

Respectfully Submitted,



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Monica Harte  
Cultural Services Manager

For Commission Meeting  
October 16, 2023

**TO: CULTURAL ARTS COMMISSION**  
**FROM: MONICA HARTE, CULTURAL SERVICES MANAGER**  
**SUBJECT: CULTURAL SERVICES DIVISION REPORT – OCTOBER 2023**

**Administration**

Staff is beginning to layout a logistical plan for the 2024 Cherry Blossom Festival. Website content will be updated in the coming weeks. The festival space has been reserved with Facility Booking.

Staff members continue to work on the Utility Box Public Art Pilot Program and are creating marketing materials to be placed on all marquees and multiple physical locations (West Annex, pool, libraries, etc.)

**Gia Jordahl, Producing Artistic Director, Torrance Theatre Company**

**Torrance Theatre Company**

HOT TIP upcoming shows on November 1 and December 1 are on sale now at [www.torrancetheatrecompany.com](http://www.torrancetheatrecompany.com). \$20 general, \$15 subscribers.

DANGEROUS CORNER by J.B Priestley is open and runs through October 28.

MISS BENNET CHRISTMAS AT PEMBERLEY by Lauren Gunderson and Margot Melcon is on sale, and doing well, thanks to the holiday theme of the show.

All tickets and season subscriptions available at [www.TorranceTheatreCompany.com](http://www.TorranceTheatreCompany.com)

**Torrance Civic Chorale**

“A Winter Holiday” is Friday, Dec. 8 at 7:30 p.m. at the Armstrong Theatre. Guest appearance by North High School’s Hi-Lite Choir. Tickets go on sale on Tuesday, October 17. More info at [www.torrancecivicchorale.net](http://www.torrancecivicchorale.net)

**Rose Float Association**

Reminder that orientation meetings for Float Decorators are coming up in November. More information on [www.torrancerosefloat.org](http://www.torrancerosefloat.org)

**Max Presneil, TAM Curator and Director**

**Torrance Art Museum (TAM)**

TAM opened its biennial edition of SUR, curated by Hope Ezcurra, on Saturday 7, 2023, alongside an exhibition installation of ceramic work by Tony Baker.

On October 27-29 we will present both TRYST (the world's largest art fair for artist-run galleries) and NOMAD (the second edition of the largest pop-up exhibition of contemporary art in California). Both will be held at the Del Amo Crossing building and we expect large crowds for both events. More information on TAM's website <https://www.torranceartmuseum.com/> .

**Nico Clifton, Performing Arts Program Coordinator**

**Classes / Cultural Education**

Fall classes started the week of September 11, 2023. This session has 89 classes with a total of 1,259 participants.

Class information for the winter 2024 Seasons was sent at the end of September. New additions include: Introduction to Jewelry and youth multi-sport classes from Sportball. The youth multi-sport classes will be held at three different Torrance parks– Columbia Park, McMaster Park, and El Retiro Park.

Classes and the Cultural Services Division will be participating in the Downtown Torrance Scaredown event on October 14, 2023.

For Commission Meeting  
October 16, 2023

**TO: CULTURAL ARTS COMMISSION**

**FROM: MONICA HARTE, CULTURALSERVICES MANAGER**

**SUBJECT: APPROVE THE 2022-2023 CULTURAL ARTS COMMISSION ANNUAL REPORT**

Attached is the 2022-2023 annual report attached for your consideration. With the Commission's approval staff will be forwarding the recommendation to City Council for acceptance and filing.

Respectfully submitted,



Monica Harte  
Cultural Services Manager

Attachments: A) 2022-23 Cultural Arts Commission Annual Report



City of Torrance  
CULTURAL ARTS COMMISSION

**ANNUAL REPORT**  
for July 2022 to June 2023

Commission Chair: Toni Sargent  
Vice Chair: Lynda Kraemer

Andres Cabrera  
Randy Klinenberg

Keila Carrasco  
Michelle Polcari

Steven Hsiao

The Cultural Arts Commission completed the year with discussions on different programs and projects. Here is a summary of their meetings and activities:

**Public Events:**

Cultural Arts Commissioners have actively participated in and attended many events this year. At the Commission meetings there are regularly positive comments about attending exhibition openings at the Torrance Art Museum, theatre performances at the Torrance Theatre Company in downtown Torrance and at the Armstrong Theatre, Bunka-Sai, the Annual Cherry Blossom Festival held at Columbia Park in March, Torrance Summer Nights events, and Officials Night for the Torrance Rose Float Association.

**Standing Committees:**

The Cultural Arts Commission has the following standing committees: Excellence in Arts and Facilities.

The *Excellence in Arts Committee* was comprised of Commissioners Cabrera, Carrasco, and was chaired by Commissioner Sargent. The goal of the committee is to review nominations for excellence in arts awards and make a recommendation to the full Commission. The excellence in arts awards are given to individuals, organizations, or businesses who make outstanding contributions to the arts in Torrance.

The *Facilities Committee* was not required during the 2022-2023 year.

AD-Hoc Committee *Utility Box Public Art Pilot Program* - Commissioner Kraemer, Sargent and Chair Polcari identified 96 utility box locations available throughout the city. The committee reviewed the locations, and 2 box locations were chosen with 2 in each district close to businesses for sponsorship. The Commission recommended a presentation go forward to City Council. (9.19.22)

**Highlights:**

- ❖ The Commission recommended that October 2022 be declared **National Arts and Humanities** month in the City of Torrance, joining other municipalities and local arts agencies throughout the country. The City Council adopted a proclamation to this effect.
  - ❖ The Commission reviewed the Strategic Plan Objective to launch a Public Art Pilot Program for art wrapped traffic Control and Utility boxes throughout the City of Torrance. The Cultural Arts Commission received and provided input on elements of a pilot program. They finalized this program and approved it in 2022.

- ❖ The Commission established a new Excellence in Arts Category - Golden Circle for Exceptional Length of Service
  - ❖ The Commission toured the Cultural Arts facilities including both the Armstrong and Nakano Theaters.
  - ❖ The Commission heard a presentation by Los Angeles County Metropolitan Transportation Authority on the C-Line extension.
  - ❖ The Commission heard a presentation from General Services on the Torrance Cultural Arts Foundation TOCA Agreement with feedback provided by the Commission to recommend the agreement to Council.
  - ❖ The Commission created an Ad Hoc committee to survey businesses to determine what businesses are open to lending themselves to adding cultural arts elements, the committee will present findings to the Commission after they design and facilitate the survey.
- The Commission hosted the 45th annual Excellence in Art Awards on Sunday, October 15, 2023. Recipients were recognized for their outstanding contributions to the arts in Torrance. Receiving awards were Sasha Mori for Music, Elijah Pressman for Dance, Tiffany Mitchell for Visual Arts & Design, Rachel Baumsten for Drama & Theatre Arts, Camron Berga for Literary Arts, Lynn Chiyeko Mikami received the Dr. Tom Rische Arts Education Award, Diane Lauridsen received the Golden Circle Award, and Cindy Shields received the Katy Geissert Award.

Respectfully submitted,

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Toni Sargent, Chairperson  
Cultural Arts Commission