

**NAME:** **SAN DIEGO COUNTY ARTS AND CULTURE COMMISSION**

**LEGAL**

**AUTHORITY:** County Administrative Code, Article IIIw

**MEMBERS**

**APPOINTED BY:** The Commission shall be comprised of thirteen (13) members appointed by the Board of Supervisors. Each member of the Board of Supervisors shall nominate two members for appointment to the Commission. Additionally, there shall be three youth members (age 16-24 at the time of appointment) who shall be nominated by the Chief Administrative Officer. All members shall be residents of the County of San Diego

The Chief Administrative Officer shall appoint the administrative staff of the Commission.

**MEMBERSHIP &:**

**COMPOSITION:** The nominating authority shall: 1) consider nominations made by interested community organizations or citizens if submitted at least two weeks prior to appointment, 2) attempt to reflect in Commission appointments comprehensive representation of age, socio-economic status, ethnic background and geographical distribution, 3) consider the prospective members' knowledge and awareness of the problems and rights of the arts community in San Diego County. A record shall be kept of all applications filed for a period of one year.

- (a) Officers. The Commission shall select annually from its membership a Chair, a Vice-Chairperson, and any other officers it deems necessary.
- (b) Bylaws. The Commission shall prepare and adopt the necessary rules and regulations for the conduct of its business. These rules and regulations are to be approved by the Board of Supervisors.
- (c) Quorum. A majority of members currently appointed to the Commission shall constitute a quorum. A majority of members in attendance shall be required to carry any motion or proposal.
- (d) Minutes. The Commission shall keep written minutes of its meetings, a copy of which shall be filed with the Clerk of the Board of Supervisors.
- (e) Meetings. The Commission shall be subject to the Ralph M. Brown Act. The Commission shall establish a regular meeting schedule and shall give public notice of the time and place of meetings. All meetings of the Commission, including any ad hoc

committees or other committees appointed by the Commission, shall be open and public and all persons shall be permitted to attend any meetings of the Commission, including any ad hoc committees or other committees appointed by the Commission. The location of Commission meetings, including those of any ad hoc committees or other committees appointed by the Commission, shall be determined with consideration for equal and fair access for persons residing in all areas of the County, and for geographical, social or economic interest in matters to be considered at a particular meeting.

**TERMS:**

Each Commissioner shall serve a term which shall run concurrently with the term of the member of the Board of Supervisors who appointed that Commissioner. The term shall expire on the date of expiration of the term of the nominating member of the Board of Supervisors, or at such time as he or she ceases to hold office, whichever first occurs. Any Commissioner whose term has expired hereunder shall continue to discharge his or her duties as a Commissioner until his or her successor has been appointed and qualified. The reelection of a member of the Board of Supervisors for a succeeding term shall not automatically extend the term of any member of the Commission.

Each member of the Commission shall represent the entire area and population of the County in performing the Commissioner's duties.

A vacancy shall occur on the happening of any of the following events before the expiration of the term:

- (1) The death of the incumbent,
- (2) The resignation of the incumbent,
- (3) Removal at the pleasure of the appointing or nominating authority,
- (4) The ceasing of the incumbent to be a resident of the County of San Diego, or
- (5) Absence from more than one-third of the regular scheduled meetings in any 12-month period or three consecutive meetings. When a vacancy occurs as the result of missing one-third of regular scheduled meetings in one 12-month period or three consecutive regular meetings both the member and the appointing Supervisor shall be notified. Vacancies shall be filled by the appointing Supervisor when a vacancy occurs

**DUTIES:**

The Commission shall have the power and duty to:

- (a) Study and evaluate equity in access to arts and culture in the region.

- (b) Promote equity in access to arts and culture in the region.
- (c) Conduct workshops for County personnel and community groups to explore specific subject areas and improve relationships.
- (d) Conduct public hearings dealing with matters before the Commission.
- (e) Prepare and disseminate information on matters related to the arts community.
- (f) Provide liaison and assistance to citizen groups interested in the problems facing the arts community.
- (g) Apply for and administer grants from all levels of government and private sources for carrying out the functions of the Commission

**NECESSARY**

**FILINGS:** To Be Determined

**MEETING DATE**

**AND LOCATION:** To Be Determined

**COMPENSATION:** Members of the Commission shall receive no compensation and not be eligible for reimbursement of expenses.

**CONTACT PERSON: Giang Meyers**

Arts and Culture Commission  
(619) 346-8572  
MS: A-247

**Revised: 7/1/21**