

THE FRANK LLOYD WRIGHT CIVIC CENTER CONSERVANCY
Marin County Administrator's Office, Room 325
3501 Civic Center Drive, San Rafael, CA 94903

MEETING of January 23, 2013

DRAFT MINUTES

Civic Center Library, Room 427, under the dome
Marin County Civic Center

Members Present: Annette Rose, Chair; Catherine Munson; Suki Sennett; Cheryl Lentini; Sandra Fawn; Lynn Downey; Adam Engelskirchen; Mark Schatz; Deborah Vick (8:50 arrival)

Others: David Speer, Janis West, CAO; Pat Echols, Dave Vaughan, Dorren Hill, Department of Public Works (DPW); Nels Johnson, Marin Independent Journal

1. CALL TO ORDER: Mark Schatz, Vice Chair, called the meeting to order at 8:36
2. VOTE ON REAPPOINTMENT OF CATHERINE MUNSON, ANNETTE ROSE, & SUKI SENNETT TO TWO-YEAR TERMS ON THE CIVIC CENTER CONSERVANCY: Mr. Schatz presented Annette Rose, Catherine Munson, and Suki Sennett for a two-year appointment on the Frank Lloyd Wright Civic Center Conservancy. Mr. Schatz noted their appointments are voted by the Conservancy. Adam Engelskirchen made a motion to approve the three for the appointment and Lynn Downey seconded. The motion passed unanimously.
3. APPROVAL OF MINUTES FROM NOVEMBER 28, 2012: Janis West noted under Item #3 the wording "blow up of staff" about enlarging a photo of the staff at the ceremony and should be clearer so not misconstrued. Additionally, Mr. Schatz questioned the information about the informal tour of the handrail mock-ups; he wondered about the group's preference for the cheaper option. Chair Rose confirmed that the notes accurately reflect the general consensus, which can be discussed further at the next meeting. Motion the minutes be approved with stated correction and seconded. Motion passed unanimously.
4. UPDATE ON CIVIC CENTER FIRE ALARM UPGRADE PROJECT: Dorren Hill addressed the Conservancy with an update on the fire alarms replacement project. Through a competitive bid process, US Electrical received the project. Mr. Hill brought samples to view based on feedback from the Conservancy at a previous meeting. They included:
 - Ceiling mounted strobe
 - Wall mounted speaker/strobe
 - Ceiling mounted speaker/strobe
 - Wall mounted speaker/strobe
 - Ceiling mounted speaker
 - Ceiling mounted smoke detector

Mr. Schatz noted the consistency of the color (except one sample being off-white) and suggested they be checked for symmetry before installing. Mr. Hill confirmed the drawings indicate this.

Catherine Munson made a motion that the Conservancy approve the samples, with noted color match and symmetry, and Ms. Sennett seconded. Motion passed unanimously.

5. CONSERVANCY ANNUAL REPORT DRAFT REVIEW AND COMMENT:

A. Mr. Speer distributed copies of the FY12-13 Conservancy annual report as reference and noted that summaries of these reports are included in the County Administrator's Office's yearly budget book. Mr. Speer made the following recommendations/comments for the upcoming year's report:

- III. Goals and Key Initiatives
 - Goal #1: continue
 - Goal #2: remove-completed
 - Goal #3: continue
 - Goal #4: continue (discussion)
 - Goal #5: remove-no longer applicable

B. Mr. Speer distributed copies of the FY13-14 Conservancy annual report for review. He highlighted Conservancy accomplishments based on agendas from the past six months. Discussion and recommendations:

- Signage/So. Arch accessibility/safety as a priority
- Courts will be asking us to look at their areas for jury assembly
- Maintenance standards as ongoing
 - Within the Conservancy's mission is to advise the BOS of ongoing maintenance needs
 - The FLWCCC was commissioned to provide guidelines for aesthetic and architectural integrity for preservation/historical purpose
- Consider where we have codified intention to maintain integrity such as fixtures/furniture (i.e. Herman Miller), furniture surplus, fabric, counter tops
- There is an existing policy under Supervisor Murray that could be used to remind staff
- Areas where public interacts is under the purview of the Conservancy
- Follow-up on the tile in the bathrooms – Deborah Vick will speak to Dave Vaughan
- CDA counter changes will start in Spring (found more chairs), per Dave Vaughan
- 50th Anniversary an opportunity to remind all about building aesthetics and preservation
- Consider any new issues with the landscape master plan – ask Steve Petterle to present an update
- Fundraising goal – to be discussed at a future conservancy meeting

6. UPDATE ON CIVIC CENTER 50TH ANNIVERSARY OF ADMINISTRATION BUILDING AND CONSERVANCY PARTICIPATION: The Ad hoc committee distributed a report of updates and highlighted events:

- Suki Sennett and Sandra Fawn attended the Postmark ceremony January 17
 - It is still available if one brings a letter to the CC Post Office by October 13, 2013
- Lighting of the spire was spectacular – future dates are planned and will be on the website www.MarinCivicCenter50th.org

- Laurie Thompson, California Room (Library) created a bookmark
- Logo signature can be used as an email signature
- Marin IJ will feature information monthly
- February 15 - historical ground-breaking day – spire will be illuminated
- SF Chronicle writer John Gray may submit something in the future
- Website available to subscribe to: www.marinciviccenter50th.org
- The American Guide highlights state by state guides; Lynn Downey's blog features western cities and will tie in the anniversary into her blog about San Rafael
- Save Wright magazine may do an article for distribution around June; readership includes public sites and national membership
- Ad Hoc committee meets once or twice per month – all are welcome

7. ANNOUNCE FUTURE ELECTION DATE OF CONSERVANCY OFFICERS:–The Conservancy will hold their election of officers at the February meeting.

8. MEMBER ITEMS FOR UPDATES AND FUTURE AGENDAS:

- Please provide an update on the progress of SMART, Farmers' Market, parking
- Discussion of the Civic Center Post Office globe
 - Not part of FLWCCC mission
 - P.O. needs to be ADA compliant - \$\$\$ issues
 - Question about authority to upgrade building
 - Property belongs to the County
 - Discussions currently with County and P.O. staff
 - Presidio faced similar issues

9. ADJOURNMENT: Meeting was adjourned at 9:56.