MEETING of November 28, 2012

DRAFT MINUTES

Board of Supervisors Conference Room 324 A
Marin County Civic Center

Members Present: Annette Rose, Chair; Sandra Fawn; Cheryl Lentini; Supervisor Kate Sears; Suki Sennett; Catherine Munson (arrived 9:00)

Others: David Speer, Janis West, Clarissa Daniel, Jeff Wong, CAO; Pat Echols, Dave Vaughan, Department of Public Works (DPW); Richard Rapaport, member of the public

1. CALL TO ORDER: Annette Rose, Chair, called the meeting to order at 8:43 a.m., noting there was no quorum. She proceeded with the meeting out of order of the stated agenda with the informational items discussed first. Upon Catherine Munson’s arrival, a quorum was met.

2. APPROVAL OF MINUTES FROM SEPTEMBER 27, 2012 SPECIAL MEETING: Suki Sennett motioned to approve with a spelling correction of Aaron Green (no “e” at the end); Catherine Munson seconded. Minutes approved unanimously.

3. CIVIC CENTER 50TH ANNIVERSARY OF ADMINISTRATION BUILDING AND CONSERVANCY PARTICIPATION: Ms. Rose and David Speer updated the group on the work of the AdHoc committee and announced their mission statement: Commemorating the Frank Lloyd Wright Civic Center: A half Century of inspired architectural excellence. They also announced the postmark beginning January 17 – October 13, 2013. Other notes:
   - January 7, 1963 the building was open for business
   - Blow up of staff at the ceremony a good photo opportunity
   - October 13 was the official date of completion
   - Propose a calendar listing docent tours/stamp/brief choral presentations - monthly
   - Marin County Fair in July – Conservancy could host a booth outside of the tickets booth
     o Need to find enough people to staff the booth during main hours
   - Theme of the fair is on students/school
   - Richard Rapaport has written chapters about FLW and is considering doing a play
     o Consider including an article in Frankly Speaking (employee newsletter)
   - Recommendation that John Barrows be invited-former County Administrator
   - October 11-13 will be culmination event/s
   - Marin History Museum may be interested in participating

4. BOS/PC CHAMBERS AUDIO VISUAL MODERNIZATION: Pat Echols provided a Power Point presentation regarding the upgrade. He highlighted this project need came out of a BOS meeting that lost its audio, among other past incidents.
• Project includes Jeff Wong, Project Manager, and Mark Hulbert, Preservation Architecture
• It does not include any changes to the existing fixed seating
• Discussion has occurred with the stakeholders (i.e., Board of Supervisors)
• Review will be of the Planning Chambers and BOS Chambers separately, and whole Chambers when the door is opened
• Presented options for location of clerks’ desks for better control over sound and lighting and visibility to activities
• Supervisor Sears noted numerous people use the seats-not fixed- so must be flexible for needs
• Infrastructure is important – electrical wiring is currently out of date
• Dais options include continuous technology trough and repositioning the dias for added room for supervisors
• The size of the public viewing screen has been considered
• Microphone and power outlets will be accessible
• Will replace cameras – considering the best location
• Projection: projectors to be installed/flat screen TV-90” flat ideal- in two possible locations/may incorporate rolling screens
• Cost is a current factor in their recommendations
• Concept will be presented to the Board of Supervisors in December for funding
• Will bring refinements back to the FLWCCC for review
• There will be a formal bidding process
• Chair Rose emphasized aesthetics, including the ceiling, maintaining circular patterns
• Suki Sennett requested consideration of good webcast viewership

5. MEETING SCHEDULE REMAINDER OF 2012 AND FUTURE ELECTION OF CONSERVANCY OFFICERS: Mr. Speer asked if the group wanted to meet December 26, which is a regularly-scheduled meeting. Consensus was to cancel the meeting and meet on January 23, 2013. Mr. Speer said there may be a need for a special meeting if no quorum.

6. MEMBER ITEMS FOR UPDATES AND FUTURE AGENDAS: None

7. OPEN TIME FOR PUBLIC ITEMS NOT ON THE AGENDA: None.

8. RECONVENE IN HOJ STAIRWELL TO VIEW PROPOSED HANDRAIL MOCK-UP TO MEET ADA STANDARDS AND RECEIVE DIRECTION (Pat Echols, Kevin Pusser, DPW): Review sample handrail (currently not anodized)
• Three options (costs for 26 stairwells):
  o install spacers and wood backing (cheapest option $45k)
    ▪ extend stem without circle?
    ▪ use more of a ring/donut rather than solid?
    ▪ width/thickness can be reduced
  o move bracket up 3 ½” ($90k)
    ▪ issues with abatement costs
  o all new brackets without wood backing ($130k)
- reworking handrail at every radius
- Hire a consultant to do a new design?

- Taller stems unavailable
- Not just a structural change
- Door heights exemption because of “hardship”
- Group suggested cheaper option with:
  - Plainer, simpler, utilitarian
  - Resolve the wood panel protruding

9. ADJOURNMENT: Chair Rose adjourned the meeting at 10:15 a.m.