



Memorandum

TO: ARTS COMMISSION

FROM: Paul Krutko

SUBJECT: SEE BELOW

DATE: February 7, 2007

**SUBJECT: FESTIVAL, PARADE AND CELEBRATION GRANT REVIEW POOL
NOMINATIONS**

RECOMMENDATION

Recommend the appointment of the nominees listed below to the Festival, Parade and Celebration Grant Review Pool.

BACKGROUND

As part of the ongoing administration of the Festival, Parade and Celebration Grant Program, the Office of Cultural Affairs maintains the Grant Review Pool, a list of event production professionals and San José community members familiar with San José special events. Nominees for the Grant Review Pool are solicited from event organizers, City staff and the community-at-large.

In February of each year, staff contacts the standing Grant Review Pool members (Attachment) regarding their availability to serve on the upcoming Grant Review Committee by providing them with: 1) the dates of the Grant Review; 2) a listing of prospective applicants; and 3) a response form/conflict of interest statement to determine if the pool member is available to serve and to indicate if the member has a conflict of interest. As an example of the types of potential conflicts, Review Pool members shall not be permitted to serve on a Grant Review Committee if they, their spouse or their registered domestic partner, work for or serve on the board of a grant applicant, or if they have received compensation from a grant applicant within the prior 12 months.

From the standing Grant Review Pool members who have responded that they are available to serve and do not have a conflict of interest, staff selects the annual Grant Review Committee, a seven-member body comprised of three event production professionals, three San José community members familiar with San José events, and one Arts Commissioner. Nominees were reviewed and approved by the Programs Committee on Wednesday, January 17, 2007.

ANALYSIS

In an effort to maintain representation of a broad perspective of views within the Grant Review Pool, the following nominees are presented for the Arts Commission's consideration.

San José Community Members

Maxwell Crumley:

A resident of San Jose since 1957, graduate of San Jose State University, B.S., M.A., and currently a Professor teaching Photography and Computer Applications at West Valley College. Max is also the Owner of The Elegant Image Studio in Santa Clara, and a former San Jose Arts Commissioner for 8 years, 3 years as Chair.

Frank Penrose:

A resident of San Jose since 1980, Frank is currently employed as a Senior Sales & Marketing Manager at BenteK a manufacturing firm in San Jose. Frank serves as President of the St. James Historic District Neighborhood Association, and a Board member of the United Neighborhoods of Santa Clara County.

Joel Takemoto:

A longtime resident of San Jose, Joel is currently employed as an Independent Floor Manager for conventions. Joel brings his experience as a Senior Event Coordinator having coordinated events from small meetings to national conventions such as SEMICON, Spring Internet world, EBay Live, as well as the Silicon Valley Charity Ball.



PAUL KRUTKO
Chief Development Officer

Attachment

**FESTIVAL, PARADE AND CELEBRATION GRANT REVIEW POOL
(Standing Members as of December 2006)**

San José Community Member **Date Appointed**

Clish, Sarah	12/96
Garboske, Ellen.....	.02/00
Green, Laurel02/05
Halberstadt, April.....	.02/04
Masunaga, Leslie02/05
Perry, Jacqueline03/99

San José Community Member/Event Professional **Date Appointed**

Busalacchi, Cathy02/01
Palette, Vilma.....	.02/01
Pulver, Ray.....	.02/05
Sullivan, Dr. Kate02/05
Twu, Rose-Marie02/01

Event Professional **Date Appointed**

Bonior, Cindy.....	.02/05
Howe, Nanci03/96
Kaneshiro, Karen02/05
Lew, Lance.....	.03/96
Liberers, Marilyn02/06
McKenzie- Mallery, Kaycee.....	.02/03