

SOCC/Centro Transition Team

Arts Advisory Committee Structure

SECTION I. PURPOSE

The Arts Advisory Committee (“AAC”) of Centro Cultural de la Raza (“Centro”) is to collaborate with the Centro curators on recommending, developing and establishing the Centro’s programming calendar. The AAC shall be comprised of professional artists in the various arts disciplines, students and interested community.

SECTION II. DUTIES

The AAC shall have the following duties:

1. To collaborate with the curators on recommending, developing and establishing the Centro's programming calendar. In the absence of a curator, the AAC will perform this duty.
2. To provide recommendations and advice to the Centro curators on matters relating to the Centro's relationship with artists and the community.
3. To develop original programming in accordance with the Centro’s mission and addressing the needs of the Chicano, Latino, Mexicano and Indigenous communities.
4. To collaborate in the development of outreach, marketing, fund-raising and educational campaigns in connection with Centro’s programming and mission.
5. The AAC Chairperson, AAC Vice Chairperson, and Centro staff curator will review and authorize the use and rental of the Centro for general activities or fundraising events. In the absence of a staff curator the Executive Director will fill this function.

SECTION III. MEMBERSHIP

1. The AAC shall be comprised of professional artists in the various disciplines, students and interested community members.
2. The AAC shall be comprised of no less than ten (10) seats one of whom shall be the Executive Director or his/her staff proxy.
3. The term of membership in the AAC shall be two (2) years. An AAC member may be reappointed to three (3) consecutive terms.

SECTION IV. VOTING

Each AAC member shall be entitled to one (1) vote. Approval of any matter requires an affirmative vote from majority of the members present, provided a quorum (consisting of a majority of members of the AAC who are present and are voting).

SECTION V. TERMINATION OF MEMBERSHIP

1. If any member misses more than three (3) consecutive meetings of the Committee without prior notification to the AAC Chairperson, such member shall be considered to have resigned from the AAC.
2. Any member may be removed by a majority vote of the AAC.
3. If the AAC cannot reach a majority vote regarding a member's removal, the AAC Chairperson can give a written warning to any member of the AAC who is deficient in meeting AAC expectations. If the AAC deficiency is not corrected then the Centro Board may vote regarding the member's removal. The affected member will be notified, by the AAC Chairperson, seven days prior to the Board's vote. Through this process any member of the AAC can be removed at any time by a majority vote of the Board.

SECTION VI. MEETINGS OF MEMBERSHIP

1. The AAC shall meet monthly at a time to be determined by the AAC and in coordination with staff. All meetings shall be held at the Centro.
2. The AAC Chairperson, the AAC Vice Chairperson or five (5) AAC members together may call a special meeting upon five (5) days advance notice. Notice shall be provided by mail, fax or electronic mail.

SECTION VII. AAC OFFICERS

1. The officers of the AAC shall be the AAC Chairperson, the AAC Vice Chairperson, and the AAC Secretary.
2. The AAC Chairperson shall be nominated by the members of the AAC and the nomination will be sent to the Board for confirmation. The AAC Vice Chairperson and AAC Secretary shall be chosen by the members of the AAC.
3. The AAC Chairperson, AAC Vice Chairperson and AAC Secretary shall each represent a different artistic discipline.
4. The AAC Chairperson shall serve on the Board as a full voting member.

5. The term of the office for the AAC Chairperson, the AAC Vice Chairperson, and the AAC Secretary shall be two (2) years or until expiration of their terms on the AAC, whichever comes first.

SECTION VIII. DUTIES OF OFFICERS

AAC Chairperson

The AAC Chairperson shall preside at all meetings of the AAC and shall provide instructions to all Chairpersons of the AAC's ad hoc subcommittees.

AAC Vice Chairperson

In the absence of the AAC Chairperson, the AAC Vice Chairperson shall assume all duties and responsibilities of the AAC Chairperson.

AAC Secretary

The AAC Secretary shall keep the minutes of all meetings of the AAC. The AAC Secretary shall prepare agendas and shall give notice of all meetings of the AAC. The minutes will be voted and approved at the start of the following AAC meeting.

SECTION IX. SUBCOMMITTEES

The AAC may create AAC's ad hoc subcommittees as the business of the ACC may require for periods to be determined by the Board.

SECTION X. COMPENSATION

Members of the AAC or AAC's ad hoc subcommittees shall serve without compensation with the exception of the Executive Director or his/her staff proxy. The Executive Director or staff should not receive additional pay for serving on the AAC.

SECTION XI. AMENDMENT OF BY-LAWS

These by-laws shall be reviewed by the AAC as necessary and may be amended at any time at a regular or special meeting of the Board.

4/18/2007