

Official Minutes of the Rowlett Arts and Humanities Commission

Date: Tuesday, October 12, 2010

Location: Library Meeting Room, 3900 Main Street

- 1) Administer the Oath of Office and the Statement of Elected/Appointed Officer to the newly appointed members.
 - City Secretary Susie Quinn administered oaths to Jerry Barshop and Andrea Plumlee.
- 2) Meeting called to order by Vice-Chair Mary Drayer at 6:42 p.m. and a quorum was present.
 - Members present: Mary Drayer, Kris Kriofske, Jerry Barshop and Andrea Plumlee.
 - Members excused: Hugo Martinez, Jerry Hickman, Veena Valiaveedu, Celia Barshop and Judy Mitzner.
 - Staff present: Kathy Cockcroft and Brenda Kennedy.
- 3) Introduce and welcome new Arts and Humanities Commission members.
 - Introductions were made, new member Andrea Plumlee was appointed as an alternate member to the Commission. New members Veena Valiaveedu, Judy Mitzner and Celia Barshop were unable to attend the meeting.
- 4) Elect Arts and Humanities Commission officers for 2010-2011.
 - Item tabled until November meeting.
- 5) Consider approving minutes of the regular meeting of September 14, 2010.
 - Motion made to accept minutes as written by Kris Kriofske; motion seconded by Jerry Barshop; motion passed unanimously.
- 6) Discuss budget overview from prior month.
 - Members received budget overview, ended FY 2010 with \$170 unspent. Mary explained the various expenditures in the budget are to promote the arts in the community by sponsoring contests, art shows, etc.
 - Jerry Barshop asked if Young Artists budget for FY 2010 was over due to the postage for the contest mail out in September, and yes it was.
- 7) Discuss and set FY 2011 budget including the grant process.
 - City Council approved \$4,000 budget for FY 2011.
 - A FY 2010-2011 budget worksheet was handed out. Worksheet listed budget amounts recommended and the actual expenses for FY 2010.
 - The Commission gave Kathy Cockcroft permission to go ahead and post the grant information on the City's website. At the November meeting, a sub-committee will be appointed to review grant applications and be asked to make their recommendations at the January meeting.
- 8) Discuss and set calendar of events to coordinate activities.
 - Item tabled until November meeting (in order for the Commission activities not to compete with Garland ISD events, will review school calendar).
- 9) Announce City Council Staff Liaisons to the Arts and Humanities Commission.

- Previously, Boards and Commission meet annually with the City Council to present goals and receive direction from the Council. Council members have been appointed to the various Boards and Commission to attend meetings occasionally throughout the year. This will allow the Council members to see groups in action. Council members appointed to the Commission are Donna Davis and Michael Gallops.

10) Report on changes to the Boards and Commission Handbook.

- Previously if appointed members left their Board or Commission, the Council would appoint replacements. Due to a change made to the handbook, now if this happens, the 1st alternate would immediately move into the vacant position. If another position becomes vacant, then the 2nd alternate would move up and so on. When no alternates are left for the board, Council will then make appointments.

11) Discuss Veteran's Day activities.

- The City will celebrate Veteran's Day with a Main Street event (library is hosting). Kathy had asked Hugo if the Lakeshore Symphonic Winds would be interested in performing at the event. Unfortunately the group will not be able to participate due to the time of the event.
- Kathy said performing at City events would be a great way to gain exposure in the City for the Lakeshore Symphonic Winds and the Rowlett Community Chorale.
- Kathy also mentioned the City's Tree Lighting on Saturday, December 4th. Library will stay open late so children attending can participate in the Gingerbread House program. Mary will talk with the Rowlett Community Chorale Board of Directors to see if Chorale would be interested in performing.

12) Discuss plans to keep Cultural Arts Center in City's vision.

- a) Create a sub-committee to explore Cultural Art Centers in other cities.
- Kris gave handouts to members with an outline on what action is needed for the Commission to proceed. He also supplied questions to be asked and answered so citizens would have information as to why a Cultural Arts Center would be beneficial to the City.
 - With 190 and DART coming through, center needs to be in City's planning documents.
 - Commission will begin by contacting Council Liaisons to bring the need of a center to their attention, find out how to proceed.

13) Review mandatory Open Meeting Act training.

- Members needing to complete training: Veena Valiaveedu, Jerry Barshop, Judy Mitzner, Hugo Martinez, Celia Barshop and Andrea Plumlee.
- Completion certificates are due to the City Secretary by November 19, 2010.

14) Update on DART Art and Design Program.

- No report given.
- Hugo will present a copy of the artist's rendering from DART to show to Commission.

15) Update from standing committees:

- Writing Contest – no report.
- Photography Contest – received 55 entries. Awards will be presented to the winners at the October 19, 2010 City Council meeting. Winners for this year: Best of Show – Claudia Holt; 1st

place People category – Jennifer Bishop; 1st place Places category – Randy Herbert; 1st place category Things – Diane Herrmann.

- Young Artists Exhibit – 105 packets were mailed the end of September to public and private school art teachers. Entries are due January 15, 2011. Divisions include: Elementary (\$25); Intermediate (\$50); High School (\$75). Winners will be presented during City Council meeting in February 2011.

16) Standing Reports.

- Update from the Lakeshore Symphonic Winds.
Mary gave update for the Lakeshore Symphonic Winds. Hugo attending Lakeshore Symphonic Winds rehearsal for October 17, 2010 concert at the Plaza Theater in Garland. Will perform at Firewheel Town Center in December.
- Update from the Rowlett Community Chorale.
Mary reported the Chorale's next concert is December 19, 2010 at the First United Methodist Church. Chorale has anywhere from 8 to 20 singers; rehearsals for concerts begin six weeks before and sight reading is a plus.

17) Public Announcements.

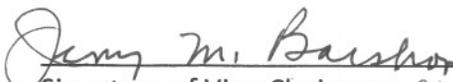
- Kathy Cockcroft announced the City's Veteran's Day event on November 11, 2010 and Tree Lighting on December 4, 2010.

18) Future topics.

- Call to order
- Consider approving minutes from previous meeting
- Elect Arts and Humanities Commission officers for 2010 – 2011 (tabled item)
- Discuss budget overview of prior month
- Appoint Grant sub-committee to review grant applications
- Discuss and set calendar of events (tabled item)
- Discuss plans to keep Cultural Art Center in City's vision
- Update on DART Art and Design Program
- Update on Standing Committees
 - a) Writing Contest
 - b) Photography Contest
 - c) Young Artists Exhibit
- Standing Reports:
 - a) Update from Lakeshore Symphonic Winds (Hugo Martinez)
 - b) Update from Rowlett Community Chorale (Mary Drayer)
- Public announcements
- Future topics

13) Meeting adjourned at 7:44 p.m.

Approved by the Rowlett Arts and Humanities Commission:


Signature of Vice-Chairman *presiding member*
JMB

11-9-10
Date