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Tem ~ Carl Pankratz

City Council ~
Rick Sheffield
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Debby Bobbitt
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City Manager ~ Brian Funderburk



*A unique community where families
enjoy life and feel at home*

Official Minutes of the Rowlett Arts and Humanities Commission

Tuesday, March 10, 2015

Library Conference Room, 3900 Main Street, Rowlett, TX

- 1) Meeting called to order by Chair Mary Drayer at 6:32 p.m. and determined a quorum was present.
 - *Members present: Mary Drayer, Brian Hokanson, Jeff Hendrickson, Deborah Crosby, Gary Alexander and Tamra Williams. Janet Alvarez, Jim Katzenberger and Aimee Lanier arrived later.*
 - *Members absent: N/A*
 - *Visitors: Laurieann Dygowski*
 - *Staff present: Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant*
- 2) Chair selects voting alternate(s), if necessary.
 - *Deborah Crosby selected as voting alternate.*
- 3) Consider approving minutes from the regular meeting of February 10, 2015.
 - *Motion made by Brian H. to accept the February 10, 2015 meeting minutes as written; Deborah C. seconded motion. Motion passed unanimously.*
- 4) Review budget overview from prior month.
 - *FY2015 Arts and Humanities Commission budget amount: \$4,000; current balance \$1,700*
- 5) Review, discuss and take possible action on display panel policy and hanger supply purchases.
 - *At January meeting, Commission discussed ways to hang framed artwork that limits possible damage to panels for organizations/groups using the panels*
 - *At the February meeting Gary A. provided three options for hangers; after discussion it was decided the "construction strap" type (with a bent hook at top) works best for hanging framed artwork on display panels (using drapery hooks); at the March meeting Gary A. brought samples of "construction strap" hangers for Commission review/suggestions*
 - *After review, Brian H. made a motion to allocate \$100 for purchase of materials to construct display hangers: 18 - 3' metal straps, 6 - 18" metal straps, paint and hooks; Tamara W. seconded; motion passed unanimously. Kathy F. will purchase supplies and Gary A. will construct hangers.*
- 6) Review, discuss and take possible action on revisions to the Cultural Arts Grants application.
 - *Cultural Arts Grant application with changes presented for review*
 - *Motion made by Aimee Lanier to approve application after minor changes are made and a final spell check/grammar check is made; Tamara W. seconded. Motion passed unanimously.*
- 7) Review updates and take possible action from standing committees.
 - *Public Art Project*
 - *Review, discuss and take possible action on Public Art Project proposal to City Council*
 - *After much research, the Standing Committee will present proposal at the Tuesday, March 17th Council work session on Tuesday, March 17th for Council discussion and direction*

- Brian H. presented the proposal to Commission for their review, suggestions and questions
 - Motion made by Jim K. to approve the Public Art Project proposal for presentation to the City Council on March 17th; Tamara W. seconded. Motion passed unanimously.
 - Select lead person for Standing Committee
 - Motion made by Aimee L. to nominate Jim K. to lead Public Art Project Standing Committee; Tamara W. seconded. Motion passed unanimously.
 - Mary D. appointed Jim K. as Standing Committee lead person.
- Cultural Arts Grants (Aimee L. and Brian H.)
 - Nothing to report
- Arts in Education Grants (Aimee L., Deborah C. and Gary A.)
 - Arts in Education Grant applications emailed to public and private schools located within the city limits on Thursday, February 5th; applications were due Friday, March 6th; no application were received
 - Deborah C. commented on problems with Garland ISD email; perhaps a reason why teachers did not respond
 - Mary D. will contact Hugo Martinez with Garland ISD for further information; need to seek resolution before sending out Writing Contest info to schools March 23rd
 - Funds allocated for Arts in Education grants will be returned to budget and used as needed at a later date
- Young Artists Exhibit (Jeff H. and Jim K.)
 - Review, discuss and take possible action on contest structure (divisions, honorable mention and prize awards, and scheduling)
 - After discussion, decision made to award First, Second and Third Place prizes. First Place winners will be presented at City Council meeting for award of cash prizes and proclamations. Second and Third Place winners will receive ribbons. Motion made by Aimee L. to increase Young Artists Exhibit budget for the purchase of First, Second and Third Place ribbons; Deborah C. seconded. Motion passed unanimously.
 - After discussion, motion made by Aimee L. to make divisions by grade level to include K-2, 3-5, 6-8 and 9-12; Deborah C. seconded. Motion passed unanimously.
 - After further discussion, motion made by Aimee L. increase the Young Artists Exhibit budget by \$50 and to award First Place prize winners in each division (for both 2D and 3D categories) with cash awards as follows: K-2 will receive \$25; 3-5 will receive \$25; 6-8 will receive \$50; and 9-12 will receive \$75; Jim K. seconded. Motion passed unanimously.
- Writing Contest (Mary D., Tamara W. and Deborah C.)
 - Mary D. will follow up about Garland ISD email problems; depending on her findings, contest information is scheduled to be sent out to schools Monday, March 23rd
 - Will need to locate a judge; Deborah C. will check with people she knows from PTA Reflections program; if members know of someone who might be interested to judge entries, please let Mary D. know.
- Photography Contest (Mary D. and Jim K.)
 - Scheduled in September

- *Publicity (Brian H. and Janet A.)*
 - *Brian H. reported publicity for Cultural Art Grant awards has been submitted*
 - *Brian H. and Janet A. will schedule a time to meet and review Publicity Standing Committee tasks*
 - *Select lead person for Standing Committee*
 - *Tabled until next meeting*
- *Cultural arts center (Mary D. and Gary A.)*
 - *No report.*

8) Public Announcements.

- *Kathy F. handed out flyers announcing the Library relocation*
- *Mary D. announced one of her students tried out for Rockwall's Got Talent*

9) Future topics.

- *Call to order*
- *Chair selects voting alternate(s), if necessary*
 - *Fill vacant regular member position*
- *Consider approving minutes from previous meeting*
- *Review budget from prior month*
- *Review updates and take possible action on standing committee reports:*
 - *Public Art Project*
 - *Update on proposal presented to Council at March 17th work session*
 - *Cultural Arts Grants*
 - *Arts in Education Grants*
 - *Young Artists Contest*
 - *Writing Contest*
 - *Photography Contest*
 - *Publicity*
 - *Select lead person for Standing Committee*
 - *Cultural Arts Center*
- *Public Announcements*
- *Future agenda items*
- *Adjourn*

10) Meeting adjourned at 8:30 p.m.

Approved by the Rowlett Arts and Humanities Commission:



 Signature

4/14/15

 Date