

Mayor ~ Todd Gottel
Mayor Pro Tem ~ Michael Gallops
Deputy Mayor Pro
Tem ~ Tammy Dana-Bashian

City Council ~
Robbert van Bloemendaal
Carl Pankratz
Debby Bobbitt
Rick Sheffield

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, June 9, 2015

City Hall Conference Room B

4000 Main Street, Rowlett, TX 75088

- 1) Meeting called to order by Chair Mary Drayer at 6:30 p.m. and determined a quorum was present.
 - *Members present: Mary Drayer, Brian Hokanson, Aimee Lanier, Deborah Crosby, Gary Alexander, Tamra Williams, Jim Katzenberger and Janet Alvarez (arrived at 6:50 p.m.)*
 - *Members absent: Jeff Hendrickson*
 - *Visitors: Christy Katzenberger*
 - *Staff present: Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant*
- 2) Chair selects voting alternate(s), if necessary.
 - *Select Alternate member to fill vacant Regular position.*
 - *Mary D. asked Alternate Jim K. to accept the appointment to a Regular position; Jim accepted appointment.*
- 3) Consider approving minutes from the regular meeting of April 14, 2015.
 - *Motion made by Tamra W. to accept the April 14, 2015 meeting minutes as written; Jim K. seconded motion. Motion passed unanimously.*
- 4) Review budget overview from prior month.
 - *FY2015 Arts and Humanities Commission budget amount: \$4,000; current balance \$1,172.68.*
 - *Checks issued for Writing Contest awards (\$450).*
 - *Upcoming expenses to be paid: Photography Contest awards and supplies; three judging honorariums at \$100 each*
- 5) Review Standing Committee task lists for possible creation of templates.
 - *Brian explained how templates could help new members with standards.*
 - *Discussion ensued, Brian will email Brenda his template for forward to Standing Committee Chairs with completion expected by August meeting. Standing Committee chairs: Mary D. (Writing and Photography); Aimee L. (Cultural and Arts in Education Grants); Brian H. (Publicity); Jeff H. (Young Artists Exhibit).*
 - *At August meeting, Commission will review, discuss and take possible action on the templates.*
- 6) Review updates and take possible action from standing committees.
 - *Public Art Project*
 - *Brian H. gave an update to Commission on project.*
 - *Meeting was held with City Manager Brian Funderburk, Kathy F., Jim K. and Brian H. to discuss potential art sites, city budget impacts and next steps.*
 - *City Manager was supportive of three-year funding at \$40,000, \$50,000 and \$60,000, respectively.*

- Presented finalized budget which the City Manager will share with Council at their July budget retreat.
 - Committee members took a walking tour at the RCC and Pecan Grove Park with Parks Division Manager Keith Flournoy and Parks Supervisor Al Krajc.
 - Kathy mentioned that the FY16 proposed budget will be deliberated by Council at work sessions scheduled August 13 – 15. Meetings are open to the public and members are welcome to attend.
 - Brian shared information provided by a subject expert at the Texas Commission on the Arts.
 - Questions raised about when solicitation of donations/grants for art project could start; Kathy reminded that the project is not yet funded but will discuss with the City Manager.
- Cultural Arts Grants (Aimee L. and Brian H.)
 - Nothing to report
- Arts in Education Grants (Aimee L., Deborah C. and Gary A.)
 - Gary A. asked about concerns that Garland ISD teachers may not have received grant information; Deborah C. reported that emails had been received by school principals.
 - With regard to concerns that contest information may not reach teachers, Kathy F. suggested that Commission members might consider lobbying individual teachers about annual contests to increase awareness and encourage participation.
- Young Artists Exhibit (Jeff H. and Jim K.)
 - Nothing to report
- Writing Contest (Mary D., Tamara W. and Deborah C.)
 - Deborah C. said judges enjoyed judging the contest, keep them in mind for future contests.
 - Council presentation went well, all six winners attended. Total of 37 entries received, 23 youth and 14 adult.
 - After discussion, motion made by Mary D. to pay each of the two Writing Contest judges and the Young Artists Exhibit judge a \$100 honorarium; checks to be sent with a letter of thanks written by the Chair. Motion seconded by Gary A., motion passed unanimously.
- Photography Contest (Mary D. and Jim K.)
 - Theme for FY2015 will be “Whatever Floats Your Boat”
 - Cindy Serine will judge contest
 - Brenda will check supply of ribbons and report at August meeting; decision was made to award ribbons for 2nd and 3rd places per categories, but 1st Place and Best of Show awards will be presented at Council
 - Photography Contest entries will be displayed at the Annex, which is not open on Saturdays. So that take-in and take-down days can remain on Saturdays, Mary D. will contact Angie Smith at the Rowlett Community Centre to see if setup is possible there; take-in of photographs would be on Saturday, September 5th from 10 a.m. to noon, with take-down on Saturday, October 3rd
 - Jim K. volunteered to help Mary D. set-up displays in the Annex on Tuesday, September 8th
 - After discussion, Aimee L. made a motion to increase 1st Place awards from \$75 to \$100; Tamra W. seconded. Motion passed unanimously.
 - Brenda will order Velcro dots needed to hang photos.
- Publicity (Brian H. and Janet A.)

- Writing Contest winning info to be sent out to various media outlets.
- Will send Photography Contest info as soon as take-in/take-down location confirmed.
- Kathy informed members the City is currently working on its social media policy; she will share info as it is made available; further discussion was tabled.
- Kathy F. reminded that AHC members can post contest information on their personal online sources, but not in representing themselves as a City official.

- Cultural arts center (Mary D. and Gary A.)
 - No report.

7) Public Announcements.

- Mary D. announced former Commission member Hugo Martinez, along with former City Council member Donna Davis, Council member Carl Pankratz and former Commission member Donna Covington, are working to form a Friends of the Arts advocacy group.
- Aimee L., Mary D. and Tamra W. volunteered to host an Arts and Humanities Commission table at the Annual Boards and Commission Volunteer Fair on Thursday, July 30 from 6:30 – 8 p.m. at the Rowlett Community Centre. All Commission members are invited to attend.

8) Future topics.

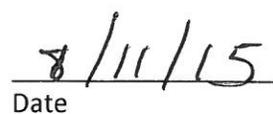
- Call to order
- Chair selects voting alternate(s), if necessary
- Consider approving minutes from previous meeting
- Review budget from prior month
- Review, discuss and take possible action on Standing Committee templates
- Review updates and take possible action on standing committee reports:
 - Public Art Project
 - Cultural Arts Grants
 - Arts in Education Grants
 - Young Artists Contest
 - Writing Contest
 - Photography Contest
 - Publicity
 - Cultural Arts Center
- Public announcements
- Future agenda items
- Adjourn

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

Approved by the Rowlett Arts and Humanities Commission:



 Signature



 Date