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Mayor Pro Tem ~ Michael Gallops
Deputy Mayor Pro
Tem ~ Tammy Dana-Bashan
City Council ~
Robbert van Bloemendaal
Carl Pankratz
Debby Bobbitt
Rick Sheffield
City Manager ~ Brian Funderburk



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

Official Minutes of the Rowlett Arts and Humanities Commission

Tuesday, April 12, 2016

City Hall Conference Room B

4000 Main Street, Rowlett, TX 75088

- 1) Meeting called to order by Chair Jim Katzenberger at 6:43 p.m. and determined a quorum was present.
 - *Members present: Jim Katzenberger, Gary Alexander, Tamra Williams, Deborah Crosby, Jeff Hendrickson, Brian Hokanson (arrived late), Gabriela Borcoman, Jessica Bertucci and Jeff Winget (arrived late)*
 - *Members absent: N/A*
 - *City Council Liaison: Robbert van Bloemendaal*
 - *Staff present: Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant*

- 2) Chair selects voting alternate(s), if necessary.
 - *N/A*

- 3) Consider approving minutes from the regular meeting held March 8, 2016.
 - *Tamra W. moved to accept the March 8, 2016 meeting minutes as written; Gabriela B. seconded motion. Motion passed unanimously.*

- 4) Receive 2016 Operating Budget update.
 - *FY2016 Arts and Humanities Commission budget amount: \$10,000; current available balance \$3,244.33.*

- 5) Arts in Education Grants:
 - *Receive recommendations from Arts in Education Grant Standing Committee for FY2016 applications*
 - *Received four applications; total of \$1,000 available this year*
 - *After reviewing applications, Standing Committee members Gary A., Jeff W. and Gabriela B. gave a brief description about the purpose for requested funds.*
 - *Recommendations as follows: Steadham Elementary to receive \$600 for the purchase of permanent sculpture display case for the campus and Rowlett High School Visual Arts Department to receive \$400 for the purchase of specialty photography equipment for art classes*
 - *Discuss and take possible action on the Arts in Education Grant awards for FY2016*
 - *Tamra W. made a motion to award \$600 to Steadham Elementary for the purchase of permanent sculpture display case for the campus and \$400 to Rowlett High School Visual Arts Department for the purchase of specialty photography equipment for art classes. Deborah C. seconded the motion; motion passed unanimously.*
 - *Grant applicants will be notified of decisions and awards will be mailed to schools in May 2016 (along with Grant Report form to be completed by December 31, 2016)*



- 6) Review updates and take possible action on Standing Committee reports:
- *Writing Contest*
 - *Deborah C. reported 31 entries received (8 adult and 23 youth) and has forwarded to judges today*
 - *Awards presentation during the May 17, 2016 City Council meeting*
 - *Brian H. inquired if publicity releases are needed if he plans to interview winners; releases will be available the night of the Council awards presentation for winners' signatures (or guardian, if a minor) agreeing to or declining to participate*
 - *Facebook Project*
 - *Arts and Humanities Commission Facebook went up April 6, 2016*
 - *Jim K. and Jeff W. will manage the page; Kathy F. and Laura Tschoerner, Library Services Manager will serve as co-administrators*
 - *Members were asked to "friend" the page and to forward arts-related information for posting to Jim K.*
 - *Information posted needs to be "fresh" to sustain interest*
 - *Special Needs Project*
 - *Deborah C. shared contest timeline:*
 - *contest information to be sent to schools May 2nd (publicity will be forwarded to Publicity and Facebook Standing Committees)*
 - *take-in between 3 – 5 p.m. on Friday, June 24th and from 9:30 a.m. to 12:30 p.m. on Saturday, June 25th*
 - *judging at 1 p.m. on Saturday, June 25th (Deborah C. has contacted judge)*
 - *awards presentation at Council on Tuesday, July 19th*
 - *Jim K. and Tamra W. volunteered to manage take-in on Friday, June 24th and Deborah C. and Gary A. will manage Saturday, June 25th (in the Annex Building)*
 - *Plans to publicize on Arts and Humanities Facebook page, handouts at the Library, on City's AHC webpage, email info to schools, and share with Special Education teachers; Brian H. will contact Communications Department about getting information on the City Hall marquee*
 - *Animal Shelter Adopt-a-Thon Drawing Contest*
 - *Tamra W. announced the Animal Shelter Adopt-a-Thon is Saturday, May 28 from 10 a.m.–5 p.m.*
 - *Victoria at the Animal Shelter will assist with press releases; will ask Jim K. to post on AHC Facebook page*
 - *Will need table and chairs, Kathy F. suggested Tamra check with the Rowlett Community Centre or Public Works department to see if they might be of help*
 - *Publicity*
 - *Brian H. continues to work with City Communications Department staff to promote upcoming contests on RTN, digital signboard at City Hall, email blasts and through various local media outlets*
 - *Brian H. plans to interview the Writing Contest winners*
- 7) Update on Public Art Project.
- *Brian H. showed a slide presentation to bring Commission members up to date on Tornado Memorial and Public Art Project efforts; Standing Committee has been in contact with Nasher Center for advice on how to manage an art project*

- Possible timeline discussed, including factors that need to be addressed, appropriate process to follow once a decision is made to purchase sculpture
- Question asked about making donations for a Tornado Memorial to the City; the Chamber of Commerce Foundation has been coordinating donations on behalf of tornado efforts
- Assistant City Manager, Jim Proce, will attend May meeting to answer logistics questions, discuss plans and possible locations, etc.

8) Discuss and take possible action to appoint a future Talent Contest Standing Committee.

- Item tabled until the May meeting

9) Public Announcements.

- Kathy F. reminded members to wear their AHC polo shirts to the joint work session with Council on Tuesday, June 21st
- Gary A., Deborah C. and Brian H. will not be able to attend
- Tamra W. announced Gary Lee Price's sculptures on display at the Dallas Arboretum; Mr. Price is sculptor of the Library's Mark Twain and Bookworms statues

10) Future topics.

- Call to order
- Chair selects voting alternate(s), if necessary
- Consider approving minutes from previous meeting
- Receive 2016 Operating Budget update
- Discuss and take possible action on Public Art Project
- Review updates and take possible action on Standing Committee reports:
 - Writing Contest
 - Special Needs Art Exhibit
 - Animal Shelter Adopt-a-Thon Drawing Contest
 - Photography Contest
 - Calendar Project
 - Facebook
 - Publicity
- Discuss and take possible action to appoint a future Talent Contest Standing Committee
- Public announcements
- Future agenda items
- Adjourn

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

Approved by the Rowlett Arts and Humanities Commission:

Kathy Frenheit
Signature

5-10-2016
Date