

## Official Minutes of the Rowlett Arts and Humanities Commission

Date: Tuesday, November 16, 2011

Location: Library Conference Room, 3900 Main Street

- 1) Meeting called to order by Chair Mary Drayer at 6:30 p.m. and a quorum was present.
  - Members present: Hugo Martinez, Mary Drayer, Jerry Barshop, Laqueata Brown and Cassie Wilson.
  - Members absent: Veena Valiaveedu and Jerry Hickman.
  - Staff present: Kathy Freiheit and Brenda Kennedy.
  - Visitors present: Laurieann Dygowski.
  
- 2) Consider approving minutes of the regular meeting of October 11, 2011.
  - Hugo Martinez made a motion to accept minutes as written; motion seconded by Jerry Barshop; motion passed unanimously.
  
- 3) Receive grant sub-committee's recommendations regarding FY 2012 Arts and Humanities Commission Cultural Art grants.
  - The Commission received four cultural grant applications.
  - Grant sub-committee members Jerry Hickman, Laqueata Brown and Cassie Wilson met Tuesday, November 15 to review applications and prepare their recommendations for the Commission as to how the grants should be awarded.
  - Recommendations are as follows:
    - Artist Round Texas: \$500
    - Amateur Community Theater of Rowlett: \$500
    - Rowlett Community Chorale: \$500
    - Lakeshore Symphonic Winds: \$400
  
- 4) Discuss and vote to award FY 2012 Arts and Humanities Commission Cultural Art grants.
  - Question asked why one application was awarded full amount that was requested and three other applications received either half or less than half of amount requested. Discussion followed.
  - Motion made by Jerry Barshop to award \$500 to each of the four grant applicants. Discussed need to amend budget at January meeting since current budget for cultural arts grants is only \$1,900. Motion died for lack of a second.
  - Jerry Barshop amended his motion to table awarding the cultural arts grants until the January 2012 meeting when the Commission can review and amend the budget as needed. Laqueata Brown seconded, motion passed.
  
- 5) Board and Commission new member orientation (part 2) – Kathy Freiheit.
  - A copy of "*Robert's Rules of Order, Newly Revised in Brief*" was given to members who were not at the October 20, 2011 meeting held for new members.
  - Kathy Freiheit presented a PowerPoint presentation that including information about herself and her role as staff liaison, list of current members, meeting information, sample agenda, Commission responsibilities, and a screen shot of the Commission's city webpage.

- Question asked regarding Board and Commission Handbook attendance policy. Chair will notify Mayor of member who has missed 25% of scheduled meetings since appointment.
  - Commission members were given an opportunity to tell why they want to serve on the Commission and what they hope to accomplish.
- 6) Review budget overview from prior month.
- No expenditures to date.
- 7) Discuss to keep Cultural Arts Center in City's vision.
- a) Report from sub-committee on a position statement for a Cultural Arts Center.
- Hugo Martinez suggested holding a meeting to bring together interested parties to discuss performance center to gain support and ideas. Discussed bringing in an outside, unbiased facilitator for meeting and also the possibility of videotaping meeting. Hugo will contact potential stakeholders to invite to meeting (will be open to public). He'll be asking how they would use this facility if/when it is built. He will work on details and present at January 2012 meeting.
  - Suggestion to visit area cities with performance centers for ideas as what would need to be included in a center.
- 8) Update and discuss promotional campaign ideas.
- Kathy Freiheit told Commission of City's plan to re-tool the website and the use of social media, etc. to help with publicizing City news, activities, events, etc. She will attend a meeting in December and will report to Commission at the January 2012 meeting.
- 9) Update from standing committees:
- Writing Contest – no report at this time.
  - Photography Contest – no report at this.
  - Young Artists Exhibit –
    - Take in date is Saturday, January 21, 2012 from 1 – 3 p.m. and pick-up on Saturday, February 18, 2012 from 1 – 3 p.m. Judging will take place week of January 24, 2012.
    - Best of Show and First place awards will be presented during the February 21, 2012 City Council meeting.
- 10) Standing Reports.
- Update from the Lakeshore Symphonic Winds.
    - Receiving grants from Garland Arts and Frost Bank.
    - Next concert is a joint concert with the Rowlett Community Chorale at 7:30 p.m. on December 2, 2011 at St. Mark's Catholic Church in Plano.
    - December is very busy with performances planned on December 9 at Firewheel Mall at 6 p.m. and on December 11 with the Wilshire Winds at Wilshire Baptist Church.
  - Update from the Rowlett Community Chorale.
    - Chorale performed 2 patriotic songs for the Veteran's Day proclamation at the November 1, 2011 City Council meeting (can view streaming video at city's website).

- Joint concert in December with the Lakeshore Symphonic Winds.
- Concert planned in February 2012.

11) Public Announcements.

- Jerry Barshop announced the gazebo in Veteran's Park has been constructed.
- Kathy Freiheit announced Board and Commission banquet scheduled for Thursday, December 1, 2011.

12) Future topics.

- Call to order
- Consider approving minutes of the regular meeting of previous meeting
- Review budget overview from prior month
  - Review and possible amendment to budget
- Discuss and vote to award FY 2012 Arts and Humanities Commission Cultural Art grants.
- Discuss plans to keep Cultural Arts Center in the City's vision
  - Receive special work session details from Hugo Martinez
- Update on promotional ideas
- Update from standing committees:
  - Writing Contest
  - Photography contest
  - Young Artists Exhibit
  - Arts in Education grant
- Standing reports:
  - Update from Lakeshore Symphonic Winds (Hugo Martinez)
  - Update from Rowlett Community Chorale (Mary Drayer)
- Public announcements
- Future topics
- Adjournment

11. Meeting adjourned at 8:13 p.m.

Approved by the Rowlett Arts and Humanities Commission:

Mary Drayer  
Signature

1/10/12  
Date