



## Official Minutes of the Rowlett Arts and Humanities Commission

Date: Tuesday, January 8, 2013

Location: Library Conference Room, 3900 Main Street

- 1) Meeting called to order by Chair Hugo Martinez at 6:30 p.m. and determined a quorum was present.
  - *Members present: Hugo Martinez, Mary Drayer, Jerry Hickman, LaQueata Brown, Aimee Lanier, Brian Hokanson, Veena Valiaveedu and Steve Sauerwein.*
  - *Members absent: Jerry Barshop.*
  - *Staff present: Councilman Carl Pankratz; Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant.*
  
- 2) Consider approving minutes from the regular meeting on November 13, 2012.
  - *Motion made by Mary Drayer to accept the November 13, 2012 meeting minutes as presented; Jerry Hickman seconded the motion. Motion passed unanimously.*
  
- 3) Review budget overview from prior month.
  - *Year-to-date expenditures \$47.04.*
  
- 4) Discuss to finalize and take possible action establishing FY2012-2013 budget.
  - *Discussed fund amounts needed for upcoming projects.*
    - *Young Artist Exhibit: Total budgeted \$500*
    - *Arts in Education grants: Total budgeted \$500*
    - *Regional Writing Contest: Total budgeted \$450*
    - *Photography Contest: Total budgeted \$575; discussed if additional ribbons are needed, will use expected surplus funds from the Young Artist Exhibit to pay for ribbons.*
    - *Cultural Grants: Total budgeted \$2,000*
  - *Motion made to approve FY2013 budget expenditures/timeline; LaQueata Brown moved to accept motion and Mary Drayer seconded motion; motion passed unanimously.*
  
- 5) Receive update on DART Art Project.
  - *Kathy Freiheit updated Commission on DART Art Project. During planning of DART Station, agreement was made to display annual Young Artists Exhibit and Photography Contest winner artwork at the Station. Closer to DART Station opening, it was discovered a formal request to display artwork at new Rowlett station was never submitted to DART. The formal request has been submitted and Kathy contacted Dawn Dorman before holiday to check status of request. Dawn is checking and will get back to Kathy.*
  
- 6) Update from standing committees:
  - *Writing Contest*
    - Mary will update contest flyer and bring to February meeting; discussed sending contest information to schools before spring break in March; entries due April 29, 2013. Once flyer is finalized, Mary will send LaQueata information to publicize contest.*
    - Mary asked Hugo how to send information to Garland schools (due to filters), he suggested contacting George Jones with the Garland ISD.*

--Councilman Pankratz asked Mary to contact UNT by Friday, January 11, 2013 to finalize judge for contest.

- Photography Contest
  - Hugo asked members to be thinking of a theme for 2013 contest; categories include people, places and things. Previous themes have included, "All Things Texas" and "Photomotion".
- Young Artist Exhibit
  - Exhibit January 19, 2013 through February 9, 2013
  - Jerry Hickman will check with Jerry Barshop to confirm judge for exhibit has be finalized; everything is ready for January 19<sup>th</sup> take-in
  - Veena and LaQueata volunteered to assist January 19<sup>th</sup>
  - Discussion on whether to ask Deans at SMU and UNT if they would be interested in judging Commission events.
  - Councilman Pankratz offered to contact appropriate faculty at schools and arrange lunch meetings; Hugo agreed to attend; Councilman Pankratz will let Hugo know when meeting have been scheduled.
  - Discussed if funds are saved by securing different judges, the surplus should be placed into grants budgets.
- Arts in Education
  - Veena asked for clarification as to which schools grant information should be sent. Discussed and decided to send information to public and private schools physically located in Rowlett.
  - Once sub-committee is ready for grant information to be sent to schools, grant information and the list of schools to be contacted will be forward to Brenda (who will email).
- Publicity
  - LaQueata will publicize Writing Contest as soon as she receives contest information.
  - Brenda will forward Lakeshore Times Newspaper writer Kenny Green contact information to LaQueata.
  - Councilman Pankratz suggested sending info to Blue Ribbon and Plant Rockwall.
- Cultural art center
  - Sub-committee will meet Thursday, January 17<sup>th</sup> to review and discuss project plan draft Brian Hokanson submitted.

12) Public Announcements.

- Kathy Freiheit thanked Hugo Martinez and Aimee Lanier for volunteering to judge the Library's Black History Month Bookmark contest. Winning bookmarks will be available during Black History Month.
- Hugo Martinez provided copies of an email sent to select Garland ISD schools regarding available cultural grant.

13) Future topics.

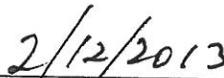
- Call to order
- Consider approving minutes of the previous meeting
- Review budget overview from prior month
- Receive Cultural Grant sub-committee recommendations on the awarding of grant funds
- Review, discuss and take possible action on the recommendations to award Cultural Art Grant funds
- Receive update on DART Art project
- Receive updates and take possible action from standing committees:
  - Writing Contest
  - Photography Contest
  - Young Artists Exhibit
  - Arts in Education grants
  - Publicity

- *Cultural art center*
- *Public announcements*
- *Future topics*
- *Adjournment*

10) Meeting adjourned at 7:23 p.m.

Approved by the Rowlett Arts and Humanities Commission:

Signature 

  
Date