

Mayor ~ Todd Gottel  
Mayor Pro Tem ~ Chris Kilgore  
Deputy Mayor Pro  
Tem ~ Michael Gallops

City Council ~  
Doug Phillips  
Tammy Dana-Bashian  
Carl Pankratz  
Debby Bobbitt

City Manager ~ Brian Funderburk



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

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### Official Minutes of the Rowlett Arts and Humanities Commission

Date: Tuesday, January 14, 2014

Location: Library Conference Room, 3900 Main Street

- 1) Meeting called to order by Chair Mary Drayer at 6:30 p.m. and determined a quorum was present.
  - *Members present: Mary Drayer, Hugo Martinez, Brian Hokanson, Adam Pippin, Aimee Lanier and Robert Martinez, Jr.*
  - *Members absent: Tamra Williams*
  - *Visitors: Gary Alexander*
  - *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 of November 19, 2013.
  - *Motion made by Robert Martinez to accept the November 19, 2013 meeting minutes as written; Adam Pippin seconded motion. The motion passed with a 6-0 vote.*
  
- 4) Review budget overview from prior month.
  - *Year-to-date expenditures \$0; account balance \$4,000.*
  
- 5) Review, discuss and take possible action to create new standing committee for possible "Rowlett Idol" event.
  - Hugo Martinez presented a list of discussion items for "Rowlett Idol"
    - 1) *What is the purpose?*
      - a) *generate revenue/publicity for Rowlett?*
    - 2) *Where would event be held?*
      - a) *Rowlett High School (Cost prohibitive? Cost would include rental, security, insurance, etc.)*
      - b) *local church sanctuary? ( Brian contacted a local church that seats 1,000; waiting for response)*
    - 3) *When would event be held?*
      - a) *would summer be the best time?*
    - 4) *Judging*
      - a) *who would Commission hire?*
      - b) *how much would Commission give as an honorarium?*
    - 5) *Prizes to be awarded?*
      - a) *cash or other compensation?*
      - b) *what incentives are needed to attract contestants?*
    - 6) *Participation?*
      - a) *would event be open locally or regionally?*

- *Members discussed entry/admission fees*
  - *Kathy reminded that the Commission's role is not one of fundraising*
  - *Commission asked several questions that Kathy will need to discuss with City Manager Brian Funderburk; and will report back at February meeting*
    - 1) *Is the event appropriate for Commission to pursue?*
    - 2) *If so, can entry/admission fees be charged?*
    - 3) *In what account would funds received be deposited?*
    - 4) *Would it be appropriate to partner with Parks & Recreation (i.e.: July 4<sup>th</sup> event)?*
    - 5) *Is it appropriate to approach companies for corporate sponsorship?*
  - *Hugo asked for Commission's permission to contact Garland ISD for a price to rent the Rowlett High School auditorium, permission granted*
  - *No decision made on creating a standing committee*
- 6) Review, discuss and take possible action on standing committee assignments.
- *Mary gave a brief description what committee is responsible for*
    - *Assignments:*
      - 1) *Cultural Arts Grant: Aimee Lanier and Brian Hokanson*
      - 2) *Arts in Education Grant: Aimee Lanier and Hugo Martinez*
      - 3) *Young Artists Exhibit: Hugo Martinez and Adam Pippin*
      - 4) *Writing Contest: Mary Drayer and Robert Martinez*
      - 5) *Photography Contest: Mary Drayer and Adam Pippin*
      - 6) *Publicity: Adam Pippin and Brian Hokanson (external)*
      - 7) *Cultural arts center: Hugo Martinez and Mary Drayer*
    - *Brenda will email contest info and forms to appropriate standing committee members*
- 7) Receive Hugo Martinez's report on upcoming Garland ISD art shows/contests to determine Young Artists Exhibit date.
- *After discussion, decided to hold event during April 2014*
  - *To expedite, exhibit information will be emailed to public and private schools, include info in City communications and advertise in local media*
  - *Brian will contact Brenda Haas with Garland ISD and ask if she can provide a list of school email addresses; will also ask if she can provide PTA contact email addresses, if possible*
- 8) Review proposed timeline, discuss and take possible action finalizing FY2014 event timeline.
- *Reviewed presented event timeline, will add Young Artists Exhibit dates and updated timeline will be emailed to appropriate standing committee members*
- 9) Receive update on DART Art project.
- *Windscreen installation setbacks in November, no further update*
  - *Dawn Dorman is working to finalize DART's rules and procedures requirements*
  - *Dawn suggested waiting to begin with FY2014 winners for displays*
  - *Once Kathy is given DART's expectations, she will check with City Attorney for approval and seek any disclaimer required for forms, including parental release for minor participants*
- 10) Review updates and take possible action from standing committees.
- *Cultural Arts Grants*
    - a) *Grant information is posted on City website*

- b) Grant information included in City's newsletter
- c) Deadline to apply is February 1, 2014
- Arts in Education Grants – no report
- Young Artists Exhibit
  - a) Take in date is Wednesday, April 2, 2104; time TBD
  - b) Take down date is Thursday, April 24, 2014; time TBD
  - c) Hugo will arrange for judging to take place week of April 7, 2014; time TBD
  - d) City Council presentation of winners is scheduled for Tuesday, May 20, 2014 (Hugo will confirm if Texas A&M Commerce's offer to hold a reception is still planned and if so, reception will be held before Council presentation)
  - e) Will reserve meeting room and display cases
- Writing Contest – no report
- Photography Contest
  - a) A suggested theme for contest, "Rocking Rowlett"
  - b) Please bring additional theme suggestions to February meeting
  - c) Mary will order ribbons for both Young Artists Exhibit and Photography Contest (1 Best of Show ribbon and 9 First Place ribbons)
- Publicity – no report
- Cultural arts center
  - a) Kathy reiterated FY2015 financial challenges and sustainability issues faced by the City. While the Commission wants to continue to support the vision for a cultural arts center, the City cannot realistically support or sustain such a facility in the foreseeable future. AHC members were cautioned against individually approaching prospective architects or funders for design/support of a facility. As Staff Liaison, Kathy would need to take any Commission recommendations to Council for approval and funding before proceeding any further with things like feasibility studies, conceptual designs, etc.
- Hugo asked since this is his last year on the Commission that someone "shadow" him on the arts center concept, as he doesn't want the vision to die.
- Kathy suggested that Hugo might also want to create a timeline, in order to preserve Commission's past efforts toward bringing a cultural arts center to the City which might be lost with his departure.

11) Public Announcements.

- Reminder Board and Commission Banquet is Thursday, January 16<sup>th</sup> at the Rowlett Community Centre from 6:30 – 8 p.m.
- Mayor's State of City Address is Tuesday, January 21<sup>st</sup> during the City Council meeting
- Hugo announced the Lakeshore Symphonic Winds next concert is Sunday, February 9<sup>th</sup> at 6 p.m. at the First Baptist Church in Garland

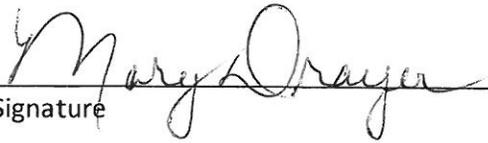
12) Future topics.

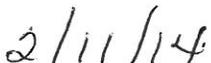
- Call to order
- Chairman selects voting alternate(s), if necessary
- Consider approving minutes from previous meeting
- Review budget from prior month
- Follow-up report, discuss and take possible action on "Rowlett Idol" event
- Receive update on DART Art project
- Review updates and take possible action from Standing Committees
  - a) Cultural Arts Grants
  - b) Arts in Education Grants
  - c) Young Artists Contest

- d) *Writing Contest*
- e) *Photography Contest – suggested themes*
- f) *Publicity*
- g) *Cultural Arts Center*
- *Public Announcements*
- *Future agenda items*
- *Adjourn*

13) Meeting adjourned at 8:08 p.m.

Approved by the Rowlett Arts and Humanities Commission:

  
Signature

  
Date