

Mayor ~ Todd Gattel  
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, May 13, 2014

Location: Library Conference Room, 3900 Main Street

- 1) Meeting called to order by Vice-Chair Brian Hokanson at 6:30 p.m. and determined a quorum was present.
- *Members present: Brian Hokanson, Hugo Martinez, Aimee Lanier, Tamra Williams, Cynthia Baxter, Jeff Hendrickson and Mary Drayer*
  - *Members absent: N/A*
  - *Visitors: Gary Alexander*
  - *Staff present: Alan Guard, Director of Financial Services, Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant*

Chair Mary Drayer arrived at 6:35 p.m.; she asked Brian to continue to preside.

- 2) Chair selects voting alternate(s), if necessary.
- *Cynthia Baxter and Jeff Hendrickson, both Alternate Commission members, agreed to serve as Regular members with the departure of Adam Pippin and Robert Martinez.*
  - *City Secretary will be notified of two open alternate positions.*
- 3) Consider approving minutes from the regular meeting of April 8, 2014.
- *Motion made by Hugo Martinez to accept the April 8, 2014 meeting minutes as written; Tamra Williams seconded motion. The motion passed with a 7-0 vote.*
- 4) Presentation on the "Rowlett: My Community, My Money, My Choice" campaign.
- *Director of Financial Services Alan Guard presented the "Rowlett: My Community, My Money, My Choice" video. Presentation provided information and an opportunity for citizens to make choices when considering possible tax increases or reduction in services, in light of budget shortfalls; taxes have not been raised in Rowlett for nine years.*
- 5) Review budget overview from prior month. #2341.20
- *Year-to-date expenditures ~~\$2,000~~; account balance \$1,658.80.*
  - *Projected expenses in FY 2014 include awards for Writing Contest, Photography Contest and Arts in Education grant.*
- 7) Receive update on DART Art project.
- *Kathy gave an refresher on the City-DART agreement to display artwork for three months (November – January) on a two-sided windscreen at the Rowlett Transit Station. Consensus approval was given by the Arts & Humanities Commission at the April meeting and this information was shared with the City Manager.*
  - *A photo collage of the six winning artworks from the Young Artists Contest and four photos of the winning entries from the Photography Contest. Commission will be responsible for the cost of producing*

*displays on coroplast material (approximately \$100) which will be paid from Commission's annual budget in FY2015.*

- *Kathy read a display agreement, prepared by the City Attorney, which will need to be included in all contest forms from this point forward. Wording provided by City Attorney: "By participation in the City-sponsored Photography, Writing and/or Young Artist Contests, and by submitting original creative work, the applicant acknowledges that his/her submission may be used by the City for promotional purposes and may be displayed, publicized, republished, broadcast and/or distributed by the City through various media, including the City's website, public access cable television, and/or displayed at City and public facilities. Permission is given to the City for its unlimited use of the work for these purposes, without compensation, and the participant releases and waives any claims of all kinds against the City."*
- *Agreement will need to be signed by in order for the City to display the artwork, and in the case of a minor (age 17 and under), parental/legal guardian signature is required.*
- *Kathy will speak with winners (and parents/legal guardians) at the Council awards presentation on May 20<sup>th</sup> to ask for their consent to include winning entries in the DART display.*
- *Participation is optional and winners will receive their prize awards regardless of either decision. In the interest of safeguarding identities, winners (or their parents/legal guardians) will decide how their name will be displayed (first name and first initial of last name, first initial of first name and last name, or first name only).*

7) Review updates and take possible action from standing committees.

- *Cultural Arts Grants*
  - *N/A*
- *Arts in Education Grants*
  - *One grant application received from Rowlett High School.*
  - *Standing Committee member Aimee Lanier recommended the Commission approve the \$250 grant to Rowlett High School for the purchase of backdrop and lighting equipment to assist in photographing student artwork.*
  - *Commission voted 7-0 to approve the \$250 grant to Rowlett High School.*
  - *Teacher will be notified of grant approval and when to expect the grant check.*
- *Young Artists Exhibit*
  - *Received 138 entries from nine schools.*
  - *Award presentation at the City Council meeting on Tuesday, May 20<sup>th</sup>.*
- *Writing Contest*
  - *Entries emailed to Mary, who will email Hugo entries so he can forward to the judge.*
  - *Received 71 entries (13 adult entries and 58 youth entries)*
  - *Winners need to be chosen by May 28<sup>th</sup> with winning entry numbers/titles to be emailed to Brenda by this date.*
  - *Award presentation at City Council meeting on Tuesday, June 17<sup>th</sup>.*
- *Photography Contest*
  - *Theme for 2014 Photography Contest is "Rowlett Up Close"; contest takes place in September.*
  - *Per City Attorney, display agreement needs to be included in the contest flyer.*
  - *Take-in date is Saturday, September 6<sup>th</sup> from 10 a.m. to 12 noon and take-down is Saturday, October 4<sup>th</sup> from 10 a.m. to 12 noon.*
  - *Entries should be 8" x 10" and mounted on black background; no framed photos accepted*
  - *Will award Best of Show and 1<sup>st</sup> place in each of the three categories: people, places & things.*
  - *Brenda will order Velcro dots used to display photos.*

- Contest publicity should be out by June 1<sup>st</sup> with a “booster” publicity reminder again August 1<sup>st</sup>.
- *Publicity*
  - Brenda to send Standing Committee winner info from the Young Artists Contest
  - Brenda to forward Photography Contest info for publicizing by June 1<sup>st</sup>; DART display agreement will be included on contest flyer
  - Winning entries will be included in the DART station display from November 2014 thru January 2015.
  - Award presentation at City Council meeting on Tuesday, October 21<sup>st</sup>.
- *Cultural arts center*
  - Hugo mentioned the possible purchase of Elgin B. Roberson Park from the City of Dallas; Commission had discussions in previous years that location could be the site for a cultural arts center.

8) Public Announcements.

- Hugo mentioned the Lake Cities Chorale’s recent concert performed at the First United Methodist Church a couple weeks ago .

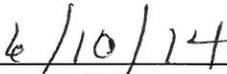
10) Future topics.

- Call to order
- Chairman selects voting alternate(s), if necessary
- Consider approving minutes from previous meeting
- Review budget from prior month
- Discussion on possible sculpture exhibits project by City Council member Tammy Dana-Bashian
- 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
  - f) Publicity
  - g) Cultural Arts Center
- Public Announcements
- Future agenda items
- Adjourn

11) Meeting adjourned at 7:55 p.m.

Approved by the Rowlett Arts and Humanities Commission:

  
 \_\_\_\_\_  
 Signature

  
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 Date