

Mayor ~ Todd Gotten
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, March 8, 2016

City Hall Conference Room B

4000 Main Street, Rowlett, TX 75088

- 1) Meeting called to order by Chair Jim Katzenberger at 6:32 p.m. and determined a quorum was present.
 - *Members present: Jim Katzenberger, Gary Alexander, Tamra Williams, Deborah Crosby, Jeff Hendrickson, Brian Hokanson, Gabriela Borcoman and Jeff Winget*
 - *Members absent: Jessica Bertucci*
 - *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 February 9, 2016.
 - *Gary A. moved to accept the February 9, 2016 meeting minutes as written; Tamra W. seconded motion. Motion passed unanimously.*
- 4) Receive 2016 Operating Budget update.
 - *FY2016 Arts and Humanities Commission budget amount: \$10,000; current balance \$3,640.*
- 5) Review updates and take possible action on Standing Committee reports.
 - *Arts in Education Grant*
 - *Gary A. reported four entries received; standing committee will review and present recommendations at the April meeting*
 - *Writing Contest*
 - *Deborah C. has secured two judges*
 - *Information has been sent by email to Garland ISD, Rockwall ISD, private schools and is posted on AHC's City webpage*
 - *Brian H., Publicity Standing Committee Chair, contacted City Communications Department about publicizing on RTN and digital signboard at City Hall; will also promote through various local media outlets*
 - *Awards to be presented at May 17th City Council meeting; remember to wear your AHC polo shirts*
 - *Promotional (polo shirts)*
 - *Tamra W. distributed polo shirts to members who were pleased with the results*
 - *Tamra W. gave invoice to Brenda K. for vendor payment*



- *Facebook Project*
 - *Jim K. and Jeff W. will serve as co-administrators; will meet with Kathy F. and Laura Tschoerner, Library Services Manager, to discuss City Social Media guidelines to set up an Arts and Humanities Commission Facebook page; a Wednesday date and time is TBD*
- *Special Needs Project*
 - *Deborah C. proposed launching contest in early May with judging in June; specific dates TBD*
 - *Will follow Young Artists Exhibit rules*
 - *Plans to publicize with handouts at the Library, on City's AHC webpage, email info to schools and share with Special Education teachers*
 - *Artwork to be displayed in Annex building*
- *Animal Shelter Adopt-a-Thon Drawing Contest*
 - *Standing Committee: Tamra W. (Chair), Gabriela B. and Deborah C.*
 - *Tamra will provide Kathy F. and Brenda K. a shopping list of supplies for purchase*
 - *Standing Committee will confirm Adopt-a-Thon date, firm up details and report at next meeting*
 - *Information to be provided to Publicity Standing Committee and Facebook administrators*
- *Publicity*
 - *Brian H. provided press releases for Young Artists Exhibit winners to local media outlets*
 - *Brian H. is working with City Communications Department to promote upcoming contests on RTN, digital signboard at City Hall, email blasts and through various local media outlets*

6. Update on Public Art Project.

- *Standing Committee members have been in contact with Troy Cox and Troy Connaster to discuss ideas for a tornado memorial; additional inquiries have been made toward a possible commissioned design*
- *Standing Committee will continue to gather information; some Council members have expressed interest in a tornado memorial for presentation at the one year anniversary (December 26, 2016); Public Art Project Committee Chair Jim K. will have update at April meeting*
- *Public Art Project funding is still uncertain; costs associated with the December 26, 2015 tornado and funding options will be discussed at a special Council meeting on Tuesday, March 22; Council Liaison van Bloemendaal will verify with City Manager Brian Funderburk whether or not the project was budgeted through CIP Bond funds*
- *Information and support for any future project/s will be needed from City staff (City Engineer, Public Works, Parks, etc.); Kathy F. is available to help in facilitating these meetings*

7) Discuss information for future Joint Work session with Council.

- *A 45-minute Joint Work session with the AHC and Council is scheduled for Tuesday, June 21st (time TBD, Kathy F. will notify members when determined); another opportunity to wear AHC polo shirts*
- *As Chair, Jim K. is Commission spokesperson and will give a PowerPoint presentation and commentary; all AHC members are encouraged to attend and participate; Kathy F. recommended a separate meeting to discuss any Public Art Project proposal/s.*
- *Review AHC description in City Boards and Commissions handbook*
 - *Council Liaison van Bloemendaal will confirm with the City Manager whether or not the Commission is an administrative, rather than advisory board*

- Kathy read AHC description from Boards and Commission Handbook; it was a consensus of the Commission that no changes are needed at this time
- Discuss 2015 accomplishments and 2016 goals
 - Deborah C. submitted a list of accomplishments; Brian H. added goals; no changes needed per consensus; Jim K. will include in his presentation
- Consider specific budget needs
 - Nothing at this time

8) Review and take possible action to finalize Standing Committee templates.

- Deborah C. will write template for Special Needs Project upon its completion; Tamra W. will complete template for Animal Shelter Adopt-a-Thon after the event.

9) Public Announcements.

- Deborah C. reported she attended 2016 Visual Arts Scholastic Event (VASE) on February 12, 2016 at Rowlett High School

10) Future topics.

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

11) Meeting adjourned at 8:10 p.m.

Approved by the Rowlett Arts and Humanities Commission:



 Signature

4-12-16

 Date