

Official Minutes of the Rowlett Arts and Humanities Commission

Date: Tuesday, May 11, 2010

Location: Library Meeting Room, 3900 Main Street

- 1) Meeting called to order at 6:31 p.m. and a quorum was present.
 - Members present: Jerry Barshop, Hugo Martinez, Mary Drayer, Jerry Hickman, Kris Kriofske and Leila McNeill.
 - Members excused: Joyce Baxter.
 - Visitors: David Berman.
 - Staff present: Kathy Cockcroft.

- 2) Clarify proper distribution of city funds with City Attorney, David Berman.
 - David Berman, City Attorney reviewed the Standards of Conduct for Public Officials. He also discussed the Affidavit for Conflict of Interest and the proper procedure for filing the affidavit and leaving the room of any meeting when such a conflict is noted for that specific item on the agenda.
 - The revised grant application was reviewed.
 - It was stated that the Arts and Humanities budget is funded by the Hotel/Motel tax fund and that there is state legislation governing the disbursement of the hotel/motel tax funds. There are strict controls on the use of the funds and assurances that need to be met. Discussion ensued why the Arts and Humanities Commission receive these funds as opposed to operating budget funds. It was noted that hotel/motel funds are specifically earmarked for cultural activities.
 - The need for a quarterly financial report from the non-profit organizations that receive these small grants was also discussed. If the organization receiving the grant does not expend any funds during a quarter, the organization would simply state that. If the organization spends the entire grant in the first quarter, then that one quarter report would be the only report needed.
 - The application and report process just ensure that the monies given are used for the purpose stated.
 - It was also clarified that an organization does not need to be a 501c3 to be eligible to receive the Arts & Humanities grant.

- 3) Consider approving minutes of the regular meeting of March 9, 2010.
 - Motion made by Jerry Hickman to accept the minutes as written. Motion seconded by Kris Kriofske; motion passed unanimously.


- 4) Discuss budget overview from prior month.
 - Budget was reviewed. No change since February and there is \$1,750 in account balance.
 - Jerry Barshop asked members to consider the proposed recommendation to the Young Artist contest. Should there be an intermediate level? After discussion, it was decided that there would be three categories and prizes as follows: Elementary Division \$25; Intermediate Division \$50; High School \$75.
 - a) Review 2011 budget submitted to the City for consideration.
 - The 2011 budget remains at \$4000.

- 5) Discuss criteria for grant applications.
- Concern over the details that needed to be submitted by non-profit organizations run by volunteers was discussed.
 - Commission members agreed that it was necessary to have these assurances to distribute the funds and the revised draft application as presented by City Attorney David Berman was accepted.
- 6) Discuss plans to keep Cultural Arts Center in City's vision.
- Hugo Martinez will continue the search for a potential committee chair for a non-profit organization to help raise funds for a cultural center.
- 7) Update on DART Art and Design Program.
- Dart Blue line scheduled to open in Dec 201~~0~~².
 - Dart has presented the Arts and Humanities Commission with two 4'X4' panels to display local art at the Rowlett station.
 - The art could be the winning pieces of the Young Artist Contests.
 - The pieces would remain on display for a year. The art is protected by plastic and would be a copy of the original piece.
 - Dart committee also asked Arts and Humanities Commission to consider providing a piece of art for the station plaza. Hugo Martinez noted there were no funds to commission such a work. Discussion ensued about the possibility of a contest.
- 8) Update from standing committees:
- Writing Contest - Writing contest judging will be finished by May 19th.
 - Photography contest - bring ideas for themes to the next meeting.
 - Art shows - change in awards - three categories and prizes as follows: Elementary Division \$25; Intermediate Division \$50; High School \$75.
 - Arts in Education – have not received any application as yet.
- 9) Standing Reports.
- a) Update from the Lakeshore Symphonic Winds.
Hugo reported that Lakeshore Symphonic Winds had a great concert @ Plaza.
Next concert June 18 or 19 @ Firewheel.
Celebrating 10 years of existence on June 1st.
- b) Update from the Rowlett Community Chorale.
Have 2 new board members.
Concert September 11th with Lakeshore Symphonic Winds.
Recruiting all state high school students to perform; allows student to perform with professionals and brings in new audience.
- 10) Public Announcements.
- 11) Future topics.
- Call to order
 - Consider approving minutes from previous meeting
 - Discuss budget overview of previous month

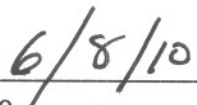
- Discuss plans to keep Cultural Art Center in City's vision
- Update on DART Art and Design Program
 - a) Review proposal regarding art work for the DART terminal
- Update on Standing Committees
 - a) Writing Contest
 - b) Photography Contest (themes to be considered)
 - c) Young Artists Contest
 - d) Art in Education grants
- Standing Reports:
 - a) Update from Lakeshore Symphonic Winds (Hugo Martinez)
 - b) Update from Rowlett Community Chorale (Mary Drayer)
- Public announcements
- Future topics

11) Meeting adjourned at 7:40 p.m.

Approved by the Rowlett Arts and Humanities Commission:



Signature of Chairman



Date