



Official Minutes of the Rowlett Arts and Humanities Commission

Tuesday, April 10, 2018

City Hall Conference Room B

4000 Main Street, Rowlett, TX 75088

- 1) Meeting called to order by Chair Jeff Winget at 6:33 p.m. and determined a quorum was present.
 - *Members present: Jeff Winget, Deborah Crosby, Neslie Fudge, Gary Alexander, Jim Katzenberger and Laura Keasling*
 - *Members absent: Tamra Williams, LeighAnn Welk and Teresa Lua*
 - *Visitors: Oscar Aranda, Community Investment Advisory Board (CIAB) member*
 - *Staff present: Martha Brown, City Council Liaison; Laura Hallmark, City Secretary; Neil Howard, Fire Chief; 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 March 13, 2018.
 - *Motion made by Deborah C. to accept meeting minutes as written; seconded by Gary A.*
 - *Approved 4-0.*

Jim K. arrived at 6:46 p.m.

- 4) Community Investment Advisory Board presentation on 2018 Bond Election.
 - *City Secretary Laura Hallmark, Fire Chief Howard and CIAB member Oscar Aranda in attendance to present information and answer questions on the upcoming 2018 Bond Election.*
 - *Oscar A. presented slide presentation (available on the City's website).*
 - *There will not be a City tax rate increase if bond is approved.*
 - *Three propositions to fund streets, parks and public safety projects.*
 - *Election is Saturday, May 5, 2018*

Laura Keasling arrived at 7:06 p.m.

- 5) Cardboard Boat Regatta Challenge on Saturday, April 28, 2018.
 - *Kathy announced that the Parks Advisory Board has challenged other boards and commissions to participate in the event this year. Commission members did not choose to participate, due to Rowlett Sings live performances scheduled later that day.*
- 6) Update on Public Art projects.
 - a) Sculpture maintenance
 - *Jeff W. will attend Boy Scout meeting on Tuesday, May 1st to discuss cleaning of "Sparkle" sculpture at Fire Station #1 and Mark Twain statue at the Library on Saturday, May 5th. Jeff W. will confirm this and let staff know what cleaning supplies are needed. Kathy will alert Fire Station #1 and Library staff about date and time of cleaning.*
 - b) "Phoenix" sculpture
 - *Jim K. updated on progress; reported that sculpture is now ready to be installed.*
 - *Question again raised about when a dedication ceremony can be held; Kathy advised that Angie Smith, Director of Parks and Recreation, would be spearheading that announcement. Schrade Bluebonnet Park publicity will be provided by the City's Communications Manager when the time comes.*
- 7) Discuss Commission participation in Village of Rowlett Main Street Market on May 12, 2018.

- *At March meeting, a committee was formed to contact various arts groups and encourage them to display at the May event:*
 - *Deborah C. contacted Rowlett High School art teachers, Chad and Lynn Wilkinson; they will inform other high school art teachers; Chad is interested displaying student artwork; Deborah C. also contacted Main Street event coordinator, Shelby Coleman, to let her know.*
 - *Jim K. contacted Artists 'Round Texas and Rowlett High School Photography Club*
 - *Jeff W. contacted the Rowlett Photography Club, posted on Commission's Facebook page, and reached out to Robbert van Bloemendaal*
 - *Interested groups can contact Shelby Coleman directly for more information; Jeff W. will stay in touch with her as well.*

8) Discuss information for Joint Work Session with City Council on Tuesday, June 5, 2018. (Note date change)

- *Public Art Committee progress report.*
 - *Jeff W. still working on PowerPoint presentation, will finish and review with Kathy in advance of joint work session.*
 - *Please remember to wear Commission polos to joint work session.*
 - *Kathy asked Commission members to cc her when emailing library staff for assistance, to keep her in the loop.*

9) Review updates and take possible action on standing committee reports:

a) *Young Artist Exhibit*

- *Brenda handed out a flier highlighting important AHC event dates in the weeks ahead*
- *Brenda reviewed Young Artist Exhibit dates, she will make final contacts with first place winners before Council meeting to confirm attendance*
- *Council presentation is Tuesday, April 17; invitations were emailed to students, parents and teachers informing them of awards presentation. Deborah C., Jim K., Jeff W., Gary A. and Laura K. plan to attend and will help obtain signatures on Creative Works Display Agreements.*
- *Art pickup dates: Friday, April 20 from 3-5 and Saturday, April 21 from 10 a.m. – noon in the Annex. Brenda will email teachers to remind them of pickup dates earlier in the week. If artwork is not picked up, Laura K. will hold at Chamber of Commerce and teachers may pick-up Monday – Friday between 9 a.m. – 4 p.m.*
- *Deborah C. reported 108 entries; more Special Needs entries this year. High school teachers have talked with her about awarding cash prizes for high school winners in second and third places. Will need to discuss at November boot camp.*

b) *Rowlett Sings*

- *Brenda reviewed Rowlett Sings dates; verified that Commission will meet on Saturday, April 14th (10 a.m. to 12 noon) to review entries.*
- *Received 26 entries*
- *Gary A. will order ribbons and trophies from Browning Trophies and email Brenda, so she can pay invoice*
- *Gary A. and Jeff W. working to obtain a stage; Jeff W. will check with his church to see if one is available*
- *Jeff W. will email Kathy a publicity blurb and email Brenda the contestants' names*
- *Neslie F. offered to take photos during Live performances*
- *Verified number of gift cards (four \$50 Chili's gift cards) to purchase for judges; Kathy will purchase refreshments, cups and napkins*
- *Kathy will bring Blank Creative Works Display Agreements, winner certificates and participation certificates to performance*

c) *Summer Scribes Writing Contest (Youth and Adult)*

- *Adult Contest draft entry form given to Deborah C. for possible revisions; Youth Contest draft entry form given to Jeff W. for same – no changes needed; Brenda to email Deborah and Jeff electronic copies by May 1*
- *Deborah C. will email digital entry forms to Fine Arts contacts at Garland and Rockwall ISDs before May 18 and ask that information be forwarded to teachers and students*
- *Deborah will schedule judges*

d) Animal Shelter Adopt-a-Thon – Drawing Contest

- Commission partnering with Animal Shelter and will hold a drawing contest for children on Saturday, May 19 beginning at 10 a.m. at the Animal Shelter
- Neslie F. will donate children's drawing supplies; will drop off at library Monday, April 16
- Commission has promotional fans that can be handed out during the event
- Brenda will purchase chips and ten \$10 Petsmart gift cards to be given to winners of drawing contest
- Commission members will notify winners, asking them to pick up gift cards from Laura K. at the Chamber of Commerce, Monday – Friday from 9 a.m. to 4 p.m.

e) Touch-a-Truck

- Saturday, May 26 from 11 a.m. – 1 p.m. at the Rowlett Community Centre
- Commission partnering with Friends of Rowlett Animals and will hold a drawing contest for children
- Brenda will purchase chips, additional drawing supplies and eight \$10 Petsmart gift cards to be given to winners of drawing contest
- Commission has promotional fans that can be handed out during the event
- Commission members will notify winners, asking them to pick up gift cards from Laura K. at the Chamber of Commerce, Monday – Friday from 8 a.m. to 4 p.m.

f) Photography Contest

- Contest draft entry form given to Jim K. for possible revisions; Jim K. suggested changing "Entries must be 8" x 10" only" to "No entries will be accepted larger than 8" x 10".
- Brenda will make change and email electronic copies to Jim, Deborah, and Jeff by May 1
- Deborah C. will email digital entry forms to Fine Arts contacts at Garland and Rockwall ISDs by May 29 and ask that information be forwarded to teachers and students

g) Publicity

- Jeff W. will forward banner design information to Brenda for purchase

10) Public Announcements.

- April 12 - Imagine Rowlett Community Meeting, Rowlett Community Centre from 6 – 8 p.m.
- April 19 - 2018 Bond Election Community Meeting, Rowlett Community Centre at 6 p.m.
- May 5 – Bond Election
- Artists 'Round Texas Small Works Juried Art Show, May 26 – August 18, 2018 – Mayor's Award \$50
- Last day for Library to be open at current location is Saturday, May 5; will re-open Wednesday, June 6 at Main Street location

11) Future topics.

- Call to order
- Chair selects voting alternate(s), if necessary
- Consider approving minutes from previous meeting
- Update on Public Art Projects
 - a) Sculpture maintenance
 - b) "Phoenix" sculpture
- Recap participation at Village of Rowlett Spring Main Street Market on May 12, 2018
- Recap from Joint Work Session with City Council on Tuesday, June 19, 2018
- Review updates and take possible action on standing committee reports:
 - Young Artist Exhibit
 - Rowlett Sings
 - Summer Scribes Writing Contest – Youth and Adult
 - Animal Shelter Adopt-a-Thon
 - Touch-a-Truck Participation
 - Photography Contest
 - Publicity
- Public announcements
- Future agenda items
- Adjourn

12) Adjournment

- *Meeting adjourned at 8:25 p.m.*

Approved by the Rowlett Arts and Humanities Commission:

Signature

A handwritten signature in black ink, appearing to be 'J. H. H.', written over a horizontal line.

Date

6-12-18