



Official Minutes for the Special Work Session of the Rowlett Arts and Humanities Commission
Saturday, November 3, 2018
Rowlett Community Centre, Meeting Room A
5300 Main Street, Rowlett, TX 75088

- 1) Meeting called to order by Chair Jeff Winget at 8:06 a.m. and determined a quorum was present.
- *Members present: Jeff Winget, Deborah Crosby, Tamra Williams, Neslie Fudge, Gary Alexander, Kim Nurmi, JR Forasteros and Laura Keasling (arrived at 8:11 a.m.)*
 - *Members absent: N/A*
 - *Staff present: Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant*

Kathy F. presided over work session.

- 2) Work Session Items.
- *Kathy's PowerPoint orientation presentation included information on AHC membership structure and meetings; members' role and responsibilities; role of staff; AHC standing committees, budgets and projects.*
 - *Alternate members encouraged to participate in discussions; may be called upon to vote in the absence of regular members.*
 - *Commission is an advisory board; public artwork recommendations are taken to Council for their approval.*
 - *Meetings follow Robert's Rules of Order; Commission Chair presides; questions directed to the Chair and only one person holds the floor at any given time.*
 - *Commission makes decisions as a group; a majority vote or consensus is required.*
 - *City staff are responsible for operational matters; Board/Commission members do not direct the activities of staff.*
 - *Standing Committees consist of no more than three AHC members (Chair and two members).*

- 2A) Discuss FY2019 Work Plan.
- *Reviewed and discussed all grants, contests, projects, city partnerships, city events and supply items.*
 - *Recommended budgets and dates tentatively set; Commission will formally approve at November 13 regular meeting; standing committee members identified.*
 - *Possible themes for 2019 Photography Contest to be voted on at November 13 meeting:*
 - *Intro Rowlett*
 - *Pleased to Meet You*
 - *Happy Times*
 - *On the Move*
 - *Howdy Partner*
 - *Public Art committee members to be identified at November 13 meeting; future projects also will be discussed.*

Council Liaison Debby Bobbitt arrived at 12:15 p.m.

Meeting adjourned at 12:51 p.m.

Chair Signature 

Date *Nov. 13, 2018*