



Official Minutes of the Rowlett Arts and Humanities Commission

Tuesday, February 12, 2019

Rowlett Public Library, Class / Board Room

3900 Main Street, Suite 200, Rowlett, TX 75088

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- 1) Meeting called to order by Chair Jeff Winget at 6:32 p.m. and determined a quorum was present.
 - *Members present: Jeff Winget, Deborah Crosby, Tamra Williams, Laura Keasling, Kim Nurmi, Neslie Fudge and Gary Alexander (arrived at 6.47 p.m.)*
 - *Members absent: JR Forasteros*
 - *Staff present: Kathy Freiheit, Director of Library Services and Brenda Kennedy, Senior Administrative Assistant*

 - 2) Chair selects voting alternate(s), if necessary.
 - *Alternate Kim N. selected as voting member in JR F.'s absence.*

 - 3) Consider approving minutes from the regular meeting held January 8, 2019.
 - *Motion made by Deborah C. to accept meeting minutes as written; seconded by Tamra W.*
 - *Motion approved 6-0.*

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

This item followed Item 4E

 - a) Arts in Education Grants
 - *Gary A. reported the standing committee received two Arts in Education grant applications:*
 - *Steadham Elementary – requested \$227.90 for microphones and cables for use in their music classroom, choir performances, school assemblies, etc.*
 - *Schrade Middle School – requested \$1,000 to assist with expenses for the school production of “Hairspray”.*
 - *Standing committee recommended:*
 - *Steadham Elementary be awarded \$230.00 for the purchase of microphones and cables for the school.*
 - *Schrade Middle School be awarded \$770.00 to assist with expenses for the school production of “Hairspray”.*
 - *Motion made by Neslie F. to accept standing committee recommendations as presented; seconded by Tamra W.*
 - *Motion approved 7-0.*
 - *Staff will notify grant recipients and submit check requests.*

 - b) Young Artist Exhibit

This item was discussed before Item 4A

 - *Deborah C. emailed contest packets to Garland ISD and Rockwall ISD administrators for distribution to schools.*
 - *Confirmed John Millet will judge the contest again this year.*
 - *Take-in of artwork is Friday, March 22 from 3–5 p.m. and Saturday, March 23 from 10 a.m.–Noon.*

 - c) Rowlett Sings

This item followed Item 4A

 - *Gary A. reported he has received two adult solo applications.*
 - *Confirmed date and time for members to view all video entries. Members will view on Tuesday, April 2nd beginning at 6:30 p.m. at the Rowlett Chamber of Commerce. An agenda will be posted; Deborah C. will take minutes during meeting; staff will email her the minutes form.*

- *Staff paid for stage rental and provided Gary A. with copy of invoice; staff confirmed stage delivery with Gary. Stage will be delivered to the Rowlett Community Centre (RCC) on Friday, April 26 at 2 p.m.*
- *Staff will contact vendor and Rachel Wagner at the RCC about delivery time.*
- *Standing committee decided to order trophies and medallions from Browning Trophies.*
- *Jeff W. will create a program flyer.*
- *Laura K. will arrange for three cases of water for performers; Deborah C. will pick up from store.*
- *Rehearsal for finalists will be Friday, April 26th at the RCC; performers can come and go from 5–9 p.m. with standing committee members in attendance.*
- *For final performance on Saturday, April 27th, members should arrive by 5 p.m. and wear AHC polo shirts; performers should arrive by 5:00 p.m. and program begins at 6:30 p.m.*
- *Last year's adult solo winner, Derrick Culpepper, has offered to perform during the event.*

d) Writing Contest

This item followed Item 4B

- *Deborah C. emailed contest packets to Garland ISD and Rockwall ISD administrators for distribution to schools.*
- *Staff reported JR F. has confirmed three new judges for contest.*
- *Entries are due by Friday, March 22, 2019.*

e) Tri-fold brochure

i. Draft infographic

Kim shared a draft infographic she created for the Commission. Infographic would be printed one-sided, which would save money. Commission liked design and agreed to have printed. Deborah C. made a motion to accept the layout and design of infographic and to approve printing as ½ sheets, in color on glossy white paper, at a price not to exceed \$150.00. Motion seconded by Tamra W. Approved 6-0.

Kim N. will seek quote for printing from a local vendor.

ii. Other

Kathy asked about plans to use the infographic. Discussion ensued; suggested using as handouts at City events, also including in Chamber Newcomer and monthly New Businesses bags.

Gary Alexander arrived at 6:47 p.m.

f) Village of Rowlett Spring Main Street Market

This item followed Item 4C

- *2019 dates have not been published yet.*
- *Neslie F. confirmed the three artists she recruited are still interested in demonstrating their art during the event. Jeff W. will contact Shelby Coleman to inquire about booths and ask if fees apply, since the Commission is a City board.*

g) Publicity

This item followed Item 4C

- *Kim N. will meet with Kathy and Library Services Manager Laura Tschoerner to review City social media guidelines and be added as a co-administrator on the Commission's Facebook page.*
- *Jeff W. will re-post current contests information on AHC Facebook page; will also provide information to Larry Beckham for his weekly newsletter and to the Rowlett Lakeshore Times.*
- *Jeff W. will share same with Denise Perrin and check with Drew Rist to verify that current contest information is posted on the City's electronic marquee.*

5) Discuss and take possible action on mayoral proclamation for Arts Advocacy Day, March 4-5, 2019.

- *Mayor Tammy Dana-Bashian shared information on Arts Advocacy Day with Jeff W., asking if the Commission would be interested having in a proclamation to recognize it. There was consensus to do*

this; Kathy F. will add the item to the March 5 Council agenda. Jeff W. read a draft proclamation created for the event. Kathy encouraged members to wear their AHC polo shirts to the March 5th Council meeting.

6) Recap of the Work Session with City Council on February 5, 2019.

- Jeff W. provided a slide show of sculptures proposed for Fire Station #3 and Veterans Park. After questions and discussion, there was consensus among Council members to move forward with the projects as presented. Purchase approval for both pieces should be on the consent agenda at the February 19, 2019 Council meeting. Consent agenda items may be pulled for further discussion or if questions arise. Jeff W. and other Commission members plan to attend the meeting.

7) Discuss and take possible action on future public art projects:

a) Lighting for sculptures at Fire Stations

- Kathy is waiting on Council approval for the two new sculpture projects before contacting an electrician for quotes.

b) Plaque design for proposed Veterans Park sculpture

- Jeff W. reported that wording for the Veterans Park plaque was discussed during the February 5th Council Work Session.
- Discussion ensued on size, placement and number of bronze plaques required, depending on what information would be included.
- Tamra read the statement provided by Southwest Gallery, describing what the six clasped hands of the sculpture represent.
- Kathy will contact Marquis Designs regarding recommended size and estimated cost for using one or more plaques; also cost if military emblems can be added.
- Cost of plaques will be made from art project funds, as well as for materials and electrical work for Fire Station lighting.

c) Sculpture maintenance

- Consensus of Commission was to ask Boy Scouts for volunteer help in cleaning sculptures this year.
- Item will be placed on the April meeting agenda for further discussion.

8) Public Announcements.

- Tamra W. reminded about "Walk the Bridge" event, drawing attention to veterans and first responders whose PTSD may compel them to take their own lives; meet at Highway 66 bridge in Rowlett at 6:00 p.m. to walk the 22 miles across to Rockwall on the 22nd of each month.
- Neslie F. announced she is hosting photography classes at Life Message the third Saturday each month. Cost is \$5.00, all proceeds go to Life Message food pantry.

9) Future topics.

- Call to order
- Chair selects voting alternate(s), if necessary
- Consider approving minutes from previous meeting
- Review updates and take possible action on standing committee reports:
 - a) Young Artists Exhibit
 - Supplies needed
 - b) Rowlett Sings
 - c) Writing Contest
 - d) Photography Contest
 - Theme
 - e) Village of Rowlett Spring Main Street Market
 - f) Publicity
- Discuss and take possible action on future public art projects
 - a) Plaque design for proposed Veterans Park sculpture

h) Lighting for sculptures at Fire Stations

- *Public announcements*
- *Future agenda items*
- *Adjourn*

10) Adjournment

- *Meeting adjourned at 8:05 p.m.*

Approved by the Rowlett Arts and Humanities Commission:



Signature

3-12-19

Date