



MINUTES
KILLEEN ARTS COMMISSION
REGULAR MEETING
UTILITY COLLECTIONS CONFERENCE ROOM
210 WEST AVENUE C
December 14, 2018
12:15 P.M.

Call to Order

Chairperson Miller called the meeting to order at 12:15 p.m.

Roll Call

Attending: Commission Members: John Miller, Darlene Golden, Elizabeth Blackstone, Sean Payton, Morris Melton, Roxanne Flores-Achmad, Ralph Cossey, Jr.

City Staff: Jeris Mapes for Traci Briggs, Deputy City Attorney
Judith Tangalin, Management Accountant
Cecelia Dunbar, Executive Assistant
Rebecca Herberg, Secretary

Absent: Commission Members: Nelson Santiago (late arrival), Nina Cobb (late arrival); City Staff: Karen Evans

Discuss and Consider Approval of Agenda for the December 14, 2018 Regular Meeting

Commissioner Cossey moved to approve the agenda, seconded by Commissioner Flores-Achmad. The motion passed unanimously.

Commissioner Santiago arrived at 12:16 p.m.

Commissioner Cobb arrived at 12:18 p.m.

Discuss and Consider Approval of Minutes for the October 12, 2018 Regular Meeting

Commissioner Cossey redacted his assessment of the Killeen Sister Cities' Dedication Ceremony because the committee did not fund the event. Commissioner Golden moved to approve the minutes with the redaction, seconded by Commissioner Flores-Achmad. The motion passed unanimously.

Review Arts Commission Attendance Record for FY19

No discussion.

Review and Discuss Account Activity for Administrative Funds

The amount of \$48.90 was an error due to a wrong account being charged and will be corrected by the next meeting. Only \$1.87 of the given balance belonged to the Arts Committee.

Consider FY 18 Final Evaluation for Artesania y Cultura Hispana, Inc.

Commissioner Santiago stepped down at 12:24 p.m.

Staff recommended payment of \$4,616.80 of the requested \$4,975 due to ineligible expenses and the lack of a budget amendment. Commissioner Cossey moved to approve the recommended amount of \$4,616.80, seconded by Commissioner Blackstone. The motion passed unanimously.

Present Appreciation Certificate to Artesania y Cultura Hispana, Inc.

Chairperson Miller presented the appreciation certificate to Artesania y Cultura Hispana, Inc.

Commissioner Santiago returned at 12:24 p.m.

Consider FY 19 Final Evaluation for Killeen Sister Cities, Osan Korea

Commissioner Flores-Achmad stepped down at 12:34 p.m.

Staff recommended payment of \$8,468 of the requested \$13,392 due to unapproved budget amounts. Grantee representatives claimed to have spoken with Staff Member Karen Evans who approved the usage of two events in the same fiscal year to meet the Hotel Motel requirement. This conversation was not verifiable at the time and the rules were unclear. Commissioner Payton moved to table the evaluation until next meeting, seconded by Commissioner Santiago. The motion passed unanimously.

Commissioner Flores-Achmad returned at 12:34 p.m.

Present Appreciation Certificate to Killeen Sister Cities, Osan Korea

No certificate awarded due to evaluation being tabled.

Discuss/Appoint Sub-Committees

Chairperson Miller proposed dissolving sub-committees, instead discussing rules and marketing strategies at alternating meetings. Committee members discussed different practicalities for improving sub-committees. Sub-committee members were appointed.

- A. Rules and Regulation – Commissioners Golden, Payton, Flores-Achmad, and Santiago
- B. Marketing – Commissioners Melton, Golden, and Blackstone

Chairperson Miller suggested social media presence and grant percentage formulas as talking points for the respective sub-committee agendas. Staff discussed legal technicalities for proposed ideas. Commissioner Payton suggested Staff representation at sub-committee meetings. Commissioner Cobb discussed the importance of courtesy, fairness, and honesty in the sub-committees.

Discuss Arts Commission Funded Events Attended by the Arts Commissioners

Commissioners Flores-Achmad and Santiago attended the Treasure Island event and said it was well-attended, professional, and a really nice experience.

Commissioners Blackstone and Miller attended the International Festival and said it was a very good event with good food. Commissioners Miller and Flores-Achmad attended the Natural Hair and Health Expo and said it incorporated the youth, had more art than expected, and was well-attended.

Select Six Representatives to Attend Arts Commission Funded Events

No events to attend.

Next Meeting Date

The next regular meeting is Friday, January 11, 2019 at 12:15 p.m. in the Utility Collections Conference Room. Commissioner Santiago will not attend.

Adjournment

The meeting adjourned at 1:08 p.m.

John Miller, Chairperson

Judith Tangalin, Management Accountant