

**MINUTES**  
**KILLEEN ARTS COMMISSION**  
REGULAR MEETING BY VIDEOCONFERENCE

This meeting was conducted entirely via Zoom. The link to this meeting was  
<https://zoom.us/j/97066614164?pwd=UzZPWkdvazQxcS81VFFDMVl1d1AwZz09>

Meeting ID: 970 6661 4164 Password: 291786

Telephone Dial-In for Audio: +1 346 248 7799 US (Houston)

May 8, 2020

12:15 P.M.

**Call to Order**

Chairperson Miller called the meeting to order at 12:17 p.m.

**Roll Call**

Attending: Commission Members: Nelson Santiago, Darlene Golden, Elizabeth Blackstone, and Roxanne Flores-Achmad

City Staff: Traci Briggs, City Attorney  
Tsui Cheung, Staff Accountant

Absent: Commission Member: Lana Husband, Morris Melton, and Nina Cobb

**Consider Approval of Agenda for the May 8, 2020 Regular Meeting**

Commissioner Blackstone moved to approve the agenda, seconded by Vice Chairperson Golden. The motion passed unanimously.

**Consider Approval of Minutes for the April 17, 2020 Regular Meeting**

Vice Chairperson Golden moved to approve the agenda, seconded by Commissioner Blackstone. The motion passed unanimously.

**Review Arts Commission Attendance Record for FY20**

Attendance record was reviewed.

**Review and Discuss Account Activity for Administrative Funds**

Ms. Cheung reported that the name plates were received from the vendors and the expenses would be reported in the next meeting.

**Consider FY 20 Event Change Request from IMPAC Outreach**

Mr. Rodney Duckett representing the grantee requested to change (1) the date of the event "Taste of Africa" from July 20, 2020 to September 27, 2020 due to COVID-19, (2) the name of the event "Kz Frazier Drama Play: TBA" to "A Cry of Freedom", and (3) the date of the event "A Cry of Freedom" from September 12, 2020 to September 27, 2020 due to COVID-19. Vice Chairperson Golden moved to approve the request of all the changes, seconded by Commissioner Santiago. The motion passed unanimously.

### **Discuss Arts Commission Appreciation Night**

Commissioner Cobb was not present to report any updates; Chairperson Miller tabled the item to the next meeting.

### **Receive briefings by subcommittees**

A. Rules and Regulations

No updates were reported.

B. Marketing

No updates were reported.

### **Review FY 21 Grant Cycle Calendar**

The city staff would conduct the Grant Application Workshop via Zoom on May 15, 2020. Public notices were scheduled to be published in the Sunday edition of the Killeen Daily Herald on May 3 and May 10, 2020. The Arts Commission website was updated with the Zoom meeting link and dial-in information. Current grantees were emailed regarding the application workshop. During the workshop, attendees would be informed that due to the coronavirus pandemic, funding for grants to the arts would be unknown at this time. Attendees would be asked to provide their email address so that they can receive the application packet in an email. The application deadline would be June 12, 2020. Due to the change of the grant cycle schedule, the Commission was also informed that the June meeting date would be changed from June 12, 2020 to June 26, 2020.

### **Review the Council-Approved FY 21 Rules and Regulations, and Funding Allocation Policy**

Ms. Cheung presented the Council's changes to the FY 21 Rules and Regulations in addition to the Commission's recommendations. The Grant Allocation Policy and Arts Grant Application Rating Sheet were also explained. Chairperson Miller said that all rating sheets should be due back to the city staff twenty four hours after the Grant Review Workshop.

### **Next meeting date**

The next regular meeting is scheduled for Friday, June 26, 2020 at 12:15 p.m. in the Utility Collections Conference Room.

### **Adjournment**

Vice Chairperson Golden moved to adjourn the meeting, seconded by Commissioner Blackstone. The motion passed unanimously. The meeting ended at 12:58 p.m.

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John Miller, Chairperson

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Tsui Cheung, Staff Accountant