



MINUTES
KILLEEN ARTS COMMISSION
REGULAR MEETING
UTILITY COLLECTIONS CONFERENCE ROOM
210 WEST AVENUE C
October 11, 2019
12:15 P.M.

Call to Order

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

Roll Call

Attending: Commission Members: Elizabeth Blackstone, Lana Husband, Darlene Golden, Nina Cobb (arrived at 12:40 p.m.), Morris Melton, Sean Payton, Nelson Santiago (arrived at 12:25 p.m.)

City Staff: Traci Briggs, Deputy City Attorney
Latashia Cherry, Accounting Manager
Tsui Cheung, Staff Accountant
Judith Tangalin, Controller

Absent: Commission Member: Roxanne Flores-Achmad

Consider Approval of Agenda for the October 11, 2019 Regular Meeting

Commissioner Payton moved to approve the agenda, seconded by Commissioner Husband. The motion passed unanimously.

Consider Approval of Minutes for the September 13, 2019 Regular Meeting

Commissioner Golden moved to approve the minutes, seconded by Commissioner Blackstone. The motion passed unanimously.

Elect chairperson and vice chairperson for FY 20

Commissioner Husband moved to nominate Commissioner Miller to be chairperson, seconded by Commissioner Payton. The motion passed unanimously.

Chairman Miller moved to nominate Commissioner Blackstone to be vice chairperson, and Commissioner Melton moved to nominate Commissioner Golden to be vice chairperson. First round of voting was casted. Commissioner Blackstone received votes from Chairman Miller, Commissioner Golden and Payton; Commissioner Golden received votes from Commissioner Husband, Melton, and Blackstone. Second round of voting was casted. Commissioner Blackstone received votes from Commissioner Golden and Melton; Commission Golden received votes from Chairman Miller, Commissioner Payton, Husband and Blackstone. Chairman Miller moved to elect Commission Golden to be vice-chairperson, seconded by Commissioner Payton. The motion passed with majority.

Elect sub-committee members for FY 20

Chairman Miller moved to table the election to next meeting, seconded by Vice-Chairwoman Golden. The motion passed unanimously.

Review Arts Commission Attendance Record for FY19

Attendance record was reviewed.

Review and Discuss Account Activity for Administrative Funds

The account was reviewed, and no new expenditures were incurred since the previous meeting.

Commissioner Santiago joined the meeting.

Consider FY 19 Final Evaluation for Songhai Bamboo Roots Association

Vice Chairwoman Golden stepped down. Mr. George Davidson, President of Songhai Bamboo Roots Association, was present to give a presentation of the event. Chairman Miller asked how the Arts Commission could help to make the event more successful. The representative answered that it would be helpful if funding was available prior to the event. Commissioner Husband asked about the differences between projected expenses in security details by Killeen Police and actual. Mr. Davidson answered some of the police officers did not show up. Ms. Briggs explained that private entities could recruit off-duty police officers as security detail, but the off-duty police officers would have to leave if called back by the Police Department. The City Staff recommended the total funding of this event to be \$15,000, in which \$7,030 was approved by the Staff as a drawdown. Commissioner Payton moved to approve the remaining funding amount of \$7,970, seconded by Commissioner Santiago. The motion passed unanimously.

Vice Chairwoman Golden re-joined to the meeting.

Present appreciation certificate to Songhai Bamboo Roots Association

Chairman Miller presented appreciation certificate to Mr. George Davidson.

Citizen Speaker

Ms. Lisa Humphreys was present to request a budget adjustment to the International Festival event. The request will be reviewed and considered in the next meeting.

Commissioner Cobb joined the meeting.

Receive briefings by sub-committees

A. Rules and Regulations

Vice Chairwoman Golden and Commission Santiago met on October 4, 2019 to review the rule and regulation changes proposed by the Finance Staff. The sub-committee agreed with some of the proposed changes, but needed clarifications in some.

Vice Chairwoman Golden did not agree that the grant is a reimbursement type. Chairman Miller asked Staff to clarify how the grant worked and Ms. Cheung explained that the grantee would have to fund the event first then submit documentation for reimbursement. Commissioner Blackstone agreed with the reimbursement method.

Vice Chairwoman Golden suggested that invoices or expected expenses should be sufficient for a drawdown to be approved. Commissioner Cobb said that advance funding was a risk to the grantor. Commissioner Payton asked about the ramifications if the grantee could not perform as expected with advance funding. Ms. Briggs said funding would be adjusted to determine if the grantee had breached the contract; legal action would be taken if that was the case. Ms. Briggs also stated that these rules and changes would take effect in the FY 2021 grant cycle, but not in the FY 19 and FY 20 grant cycles.

Commissioner Santiago asked for clarifications about contact signing by Commissioners who were also officers of grantee organizations. Ms. Cheung explained that, to prevent the perceived conflict of interest, Commissioners should not sign the Arts Commission grant contract or act as point of contact to discuss matters concerning the grant with the Staff. Chairman Miller moved to table the discussion to the next meeting, second by Commissioner Payton. The motion passed with unanimously.

B. Marketing

No updates were reported.

Discuss Arts Commission Funded Events Attended by the Arts Commissioners

Vice Chairwoman Golden and Commissioner Cobb attended the Shattered Pieces event held by IMPAC Outreach. They said the event was well attended. Commissioner Cobb said the event helped promote awareness of domestic awareness. Commissioner Husband said that she heard that people in Austin would like to have the play to be held in Austin.

Commissioner Cobb also attended the Fiesta of Art & Culture, and said that the event was great success with rich cultures, great food, and artistic performances.

Select six representatives to attend Arts Commission Funded Events

Event: International Festival
Date/ Time: October 19, 2019 Saturday from 10:00 a.m. to 6:00 p.m.
Location: Killeen Special Events Center
Admission: Free

Commissioner Blackstone, Golden, Payton, Melton, and Miller plan to attend.

Event: Freaky Friday
Date/ Time: October 25, 2019 Friday at 7:30 p. m.
October 26, 2019 Saturday at 7:00 p. m.
October 27, 2019 Sunday at 2:30 p. m.
November 1, 2019 Friday at 7:30 p. m.
November 2, 2019 Saturday at 7:30 p. m.
November 3, 2019 Sunday at 2:30 p. m.
Location: Vive Les Arts Theatre
Admission: Child (under 12) \$15; Senior/Student/Military/Teacher \$18; Adult \$20

Chairman Miller plans to attend the November 1, 2019 performance, Commissioner Melton the November 2, 2019 performance, and Commissioner Cobb the November 3 performance.

Event: Armed Forces Natural Hair and Health Expo
Date/ Time: October 27, 2019 Sunday from 11 a. m. to 6 p. m.
Location: Killeen Civic and Conference Center
Admission: General Admission \$15

Commissioner Golden, Payton, Melton, Husband, Cobb, and Miller plan to attend.

Next Meeting Date

The next regular meeting is scheduled for Friday, November 8, 2019, at 12:15 p.m. in the Utility Collections Conference Room.

Commissioner Cobb requested to add a new agenda item to next meeting to discuss an evening event to show gratitude to grantees.

Adjournment

The meeting adjourned at 13:20 p.m.

John Miller, Chairperson

Tsui Cheung, Staff Accountant