

MINUTES
KILLEEN ARTS COMMISSION
REGULAR MEETING
UTILITY COLLECTIONS CONFERENCE ROOM
210 WEST AVENUE C
September 11, 2020
12:15 P.M.

This meeting was also conducted via Zoom. The link to this meeting was
<https://zoom.us/j/92989511718?pwd=bVV3V0wyNFpPU1pmTnE2Y1BjZDlDUT09>
Meeting ID: 929 8951 1718 Password: 170020
Telephone Dial-In for Audio: +1 346 248 7799 US (Houston)

Call to Order

Chairperson Miller called the meeting to order at 12:22 p.m.

Roll Call

Attending: Commission Members: John Miller, Morris Melton, Luvina Sabree, Lana Husband, Nina Cobb, and Darlene Golden

City Staff: Traci Briggs, City Attorney
Jonathan Locke, Executive Director of Finance
Judith Tangalin, Controller
Tsui Cheung, Staff Accountant

Absent: Commission Members: Nelson Santiago and Roxanne Flores-Achmad

Consider Approval of Agenda for the September 11, 2020 Regular Meeting

Commissioner Melton moved to approve the agenda with the change, seconded by Commissioner Husband. The motion passed unanimously.

Consider Approval of Minutes for the August 21, 2020 Regular Meeting

Commissioner Husband moved to approve the minutes, seconded by Commissioner Cobb. 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 there was no activity.

Discuss and consider the FY 2021 arts grant allocation options

Jon Locke, Executive Director of Finance, addressed the direction given to city staff by the City Council to use \$85,000 of the fund balance for the FY 2021 grants to the arts allocation for events from October 1, 2020 and September 30, 2021.

City Staff put together three options for the commission to consider for allocating the grants:

1. Allocate based on current grant requests and scores by event
2. Allocated based on current grant requests and scores by organization with the option of amending events
3. Redo the application process

Commissioner Husband asked with such limited funding how are the programs going to make it? What about rollover? Mr. Locke responded that the unused funds from FY 2020 were accounted for in the fund balance. Commissioner Cobb motioned to reduce the administrative funds from \$2,000 to \$1,000 for FY 2021, seconded by Commissioner Husband. The motion passed unanimously.

Traci Briggs, City Attorney, reminded Commissioner Sabree as a new commissioner and a current grantee that she cannot vote on items directly impacting the organization she represents. Participation in the discussion is allowed.

Commissioner Cobb believes Option 2 is the best and most fair option. Commissioner Sabree asked if event is cancelled does the organization get that funding back? Commissioner Miller responded that it is a separate event and if cancelled funds go back to the HOT fund. Mr. Locke clarified that it is permissible to submit an event change form or a budget amendment to reallocate funding when done by event. Commissioner Cobb added the procedure for changing events is in place and by organization keeps the funding with the organization. Commissioner Cobb motioned to allocated based on current grant requests and scores by organization with the option of amending events using the approved process, seconded by Commissioner Husband. The motion passed unanimously.

Discuss Arts Commission Appreciation Night

Commissioner Cobb presented the program for the event asked for the contact information for each Commissioner. Commissioner Miller asked Tsui to please forward to Commissioners Cobb, Husband and Melton. Commissioner Husband discussed that the Appreciation Night is to bring awareness to the art grant program, it will be streaming live. The talent information from each commissioner is needed to create a rundown for timing of setups and breaks. This night is a call to action for the Arts in the Community. The committee tried to create a multicultural event and are working on the promotional video. Please send any talent information to Commissioners Cobb, Husband and Melton.

Consider regular meeting schedule for FY 2021

Commissioner Husband motioned to approve FY 2021 meeting dates, seconded by Commissioner Melton. The motion passed unanimously.

Receive FY 2021 grant application withdrawal from Killeen Sister Cities, Osan, Korea, Committee

Receive briefings by subcommittees

- A. Rules and Regulations
No updates were reported.
- B. Marketing
Marketing subcommittee has been working on advertising for the Appreciation Night event.

Next meeting date

The next regular meeting is scheduled for Friday, October 9, 2020, at 12:15 p.m. in the City Hall Main Conference Room.

Adjournment

The meeting adjourned at 1:42 p.m.

John Miller, Chairperson

Tsui Cheung, Staff Accountant