



MINUTES
KILLEEN ARTS COMMISSION
REGULAR MEETING
CITY HALL MAIN CONFERENCE ROOM
101 NORTH COLLEGE STREET, 1ST FLOOR
November 20, 2020
12:15 P.M.

This meeting will also be conducted via Zoom. The link to this meeting is
<https://zoom.us/j/96744661407?pwd=Nlc1dXR5QmZGV0VWbUU5VW4vdDVPQT09>

Meeting ID: 967 4466 1407 Password: 144799
Telephone Dial-In for Audio: +1(346) 248-7799 US (Houston)

Call to Order

Chairman Miller called the meeting to order at 12:20 p.m.

Roll Call

Attending: Commission Members: John Miller, Darlene Golden, Luvina Sabree, and Roxanne Flores-Achmad in person; Nina Cobb, Erin Hughley, Morris Melton, and Nelson Santiago via Zoom.

City Staff: Traci Briggs, City Attorney
Tsui Cheung, Staff Accountant
Barbara Bailey, Assistant Controller

Absent: Commission Member: Lana Husband

Consider Approval of Agenda for the November 20, 2020 Regular Meeting

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

Consider Approval of Minutes for the October 9, 2020 Regular Meeting

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

Review Arts Commission Attendance Record for FY21

Attendance record was reviewed.

Review and Discuss Account Activity for Administrative Funds

The account was reviewed, and \$600.00 was spend on the A Night with the Arts Commissioners event. Tsui Cheung, Staff Accountant, confirmed the funds were from FY 2020.

Discuss and consider survey results for the annual report

Tsui Cheung presented the survey results to the Commission. Chairperson Miller asked the Commissioners if they had any proposals they were passionate about. Commissioner Golden selected the annual cultural arts program and would like to see it become a 2-3-day event. Commissioner Flores-Achmad agreed with Commissioner Golden on the annual cultural arts program and selected marketing as a goal as well. Commissioner Sabree selected sponsoring of a major art competition. Commissioner Hughley selected the annual cultural arts program. Chairperson Miller suggested combining the sponsorship of a major art competition and the annual cultural arts program and Commissioner Melton agreed. Commissioner Cobb objected to combining the events, stating that the Arts Commission can do more than one event and she didn't want the Commission to forget about A Night with the Arts Commissioners. Chairperson Miller asked the Commission if there were

any objections to combining the two marketing proposals into one proposal. There were no objections. Chairperson Miller asked the Commission if there were any objections to adding “national or regional body art, murals, poetry, or street art competition” to the annual cultural arts program to combine three of the proposals into one.

Commissioner Sabree asked who oversaw organizing the proposed events and Chairperson Miller explained that the proposals would be brought to City Council and they would accept and possibly fund the proposed event. Traci Briggs, City Attorney, clarified that the Arts Commission could put on its own event per the Rules and Regulations.

Commissioner Flores-Achmed was concerned about taking funding away from potential grantees and Commissioner Sabree agreed. Commissioner Cobb said the Arts Commission should be putting on an event, but it should not take away from the grantees.

Chairperson Miller recapped that there were currently two proposals that had been decided. Commissioner Sabree suggested revising the grant workshop to help bring awareness to different groups that grants for the arts are available. Chairperson Miller asked if there were any objections to revising the grant workshop becoming the third proposal. Tsui Cheung stated that the way the grant workshop is advertised was in the rules and regulations so the Marketing and Rules and Regulations sub committees would have to work together to come up with a new advertising process so it can be updated in the rules and regulations. Commissioner Sabree suggested advertising the grant cycle using social media. Chairperson Miller suggested doing targeted ads about the grant cycle. Traci Briggs suggested bringing in Hilary Shine, Director of Communications, to talk about what the city can do to help with social media.

Commissioner Golden made a motion to incorporate all three proposals into the long-term goals. Commissioner Flores-Achmed seconded the motion. The motion carried unanimously.

The Commission decided on the three following proposals for long-term goals:

- The Arts Commission could market through the city Facebook page and local hotels and motels
- The Arts Commission could develop an annual cultural arts program/competition showcasing local and national artists and organizations. A 2-3-day showcase/competition at an indoor/outdoor meeting space for musicians, artists, filmmakers, dancers, writers, chefs, national or regional body art, poetry, mural, or street art.
- The Arts Commission could revise the grant workshop and commercially advertise with community partners.

Consider FY 20 Evaluation for Armed Forces Natural Hair and Health

For the record Commissioner Sabree stepped down. Commissioner Saintago has joined the meeting at 12:54 p.m. via Zoom. Ms. Ashley Knight presented the results of the event via Zoom. The city staff’s recommended funding was \$0. Tsui Cheung stated the grantee only submitted two out of the four required hotel stays and is requesting the grantee pay back the funds from the advanced payment. Commissioner Golden was impressed by the event and she doesn’t think the grantee should be penalized for the hotel stays because the event was virtual. The Commission discussed the funding amount. Commissioner Flores-Achmad made a motion to approve the funding amount of \$6,315 with a note that the hotel requirement was waived due to Covid-19. Commissioner Melton seconded the motion. After discussion, the motion to award the grantee \$6,315 was approved unanimously.

Commissioner Sabree returned to the meeting.

Consider FY 20 Evaluation for Vive Les Arts Children’s Theatre

Ms. Jami Salter presented the events with a video. The city staff’s recommended funding was \$22,063. Commissioner Flores-Achmad made a motion to approve the funding amount of \$22,603 and Commissioner Santiago seconded the motion. The motion was approved unanimously.

Receive briefings by sub-committees

- A. Rules and Regulations

Commissioner Golden stated the subcommittee discussed two changes. The subcommittee would have liked to relax the hotel requirements due to Covid but because events had the option of being in person or virtual the requirements would still apply to grantees. The second change discussed was the grantees paying back the amount of the drawdown if the event was cancelled. Chairperson Miller said the Commission could continue to decide on the hotel requirements on a case by case basis, like what was decided for Armed Forces Natural Hair and Health. Because the hotel requirement is part of the Rules and Regulations it cannot be overlooked but the requirement could be reviewed on a case by case basis. Traci Briggs reminded that the purpose of the Arts Commission was to promote tourism in the City of Killeen, so even if the event is online it still has to promote the City of Killeen.

B. Marketing

Commissioner Melton stated the Marketing sub-committee had not met but they would be planning on meeting soon.

Review A Night with the Arts Commissioners event

Commissioner Cobb thanked everyone involved with the event. She said the event could be even better if everyone worked together and planned more in advance. Chairperson Miller was happily surprised on how it went and thinks it could be used as part of a blueprint for an in person and online event. He had nothing but good things to say about the event and it has the seal of approval for next year.

Discuss Arts Commission Funded Events Attended by the Arts Commissioners

Commissioner Hughley attended Annie Jr. with her son and they both loved the play.

Select six representatives to attend Arts Commission Funded Events

Event: A Christmas Carol
Date/ Time: November 27, 2020 Friday at 7:30 p.m.
November 28, 2020 Saturday at 7:30 p.m.
November 29, 2020 Sunday at 2:30 p.m.
December 4, 2020 Friday at 7:30 p.m.
December 5, 2020 Saturday at 7:30 p.m.
December 6, 2020 Sunday at 2:30 p.m.

Location: Vive Les Arts Theatre
Admission: Child (under 12) \$15; Senior/Student/Military/Teacher \$18; General \$20

Chairperson Miller, Commissioner Flores-Achmad, Commissioner Hughley, and Commissioner Melton plan on attending.

Next Meeting Date

The next regular meeting is scheduled for Friday, December 11, 2020, at 12:15 p.m. in the City Hall Main Conference Room and via Zoom. Zoom instructions will follow.

Adjournment

The meeting adjourned at 1:33 p.m.

John Miller, Chairperson

Tsui Cheung, Staff Accountant