

CULTURAL AFFAIRS COMMISSION MEETING
MINUTES – Thursday, December 1, 2011

Marilyn Mahoney called the meeting of the Cultural Affairs Commission to order at 6:07pm in Training Room A at Plano Municipal Center.

Present: Marilyn Mahoney, Chair
Liz Haywood, Commissioner
Marion Brockette, Jr, Commissioner
Allen Safir, Commissioner
Greg Huckaby, Commissioner

Not Present Mark Greer, Commissioner
Margaret Tsai, Commissioner

Staff: Dana Conklin, Director Public Information
Phyllis Reese, Sr. Public Information Coordinator
Kimberly Simmons, Administrative Coordinator
Karen Williams, Events Supervisor, Parks & Recreation Dept.

Council Members: Andre' Davidson

Public Comments

No public comments were made.

Approval of Minutes

Mr. Brockette, moved to approve the minutes of the November 3, 2011 meeting. Mr. Huckaby seconded the motion. Motion passed 5:0

Reports from Grant Recipients:

Children's Chorus of Collin County (Ginger Clark) the group will be singing at Dickens on Friday at the Courtyard. Their Annual Concert "Masters in this Hall" will be December 12th at St. Andrews at 7pm.

Plano Symphony Orchestra (Debbie Watson) Their last concert for the year was held at the Eisemann and was a sellout with 240 performers on stage, this was a record number. The Richardson Cultural Arts Strategic Planning group is consulting Plano Symphony Orchestra because they're starting a program: Plano Symphony Orchestra presents "Home for the Holidays" on December 18th at 4pm & 7:30pm.

Chamberlain Ballet (John Reese) Nutcracker turnout was great (9,600 tickets sold); and the outreach to over 1,200 kids. WFAA toy drive was best ever.

Plano Metropolitan Ballet (Janet Dolan) passed out brochure with the schedule. Southfork Gala fundraiser was hugely successful 3 of 7 shows with over 1,000 auction items donated. Working on Cinderella for January. Outreach of nursing home is being repeated with the younger dancers.

Plano Children's Theater (Elizabeth Avilis) 6 of 12 performances of the Wizard of OZ sold out. Scrooge opens in January featuring children & parents. Tickets will be reduced.

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Rover Dramawerks (Jason Rice) the World Series almost tanked the opening night, but it was a great weekend. Gilligan's Island opens soon at the Courtyard Theater.

Asia Fest (Paul Look) they will begin the 1st of year, fundraising is going on now. Thanked the Commissioners for their support.

Plano Art Association (Katherine Kyhnel) BMW show was fantastic; 3 art pieces sold. Monthly meeting was well attended, it included fiber art. Holiday party will be December 13th at the Art Center with a country music man. Working with Parks & Recreation Department to display art at recreation centers and they have agreed to start showing next year. Annual member's show will be January 27 – February 27, the theme "What We Love about Texas". The Art Shows at libraries going well.

International Festival (Gracella Katzer) the event was well attended; more than 120 cultures represented. Keynote speaker was the 1st finale to go into space. Food court was moved to the parking lot due to burn ban. Christmas party with MCOR on December 14 – everyone on Cultural Affairs Commission is invited.

Musical Angels (Gracella Katzer) November 6th show at Courtyard was very nice, attendees was low, around 200 but nice.

Reports from Commissioner or staff:

Mr. Huckaby attended the nutcracker, and it was awesome; great attendance.

Ms. Mahoney attended the Wizard of Oz's opening night, stated you could hear a pin drop and the kid's in the audience were so attentive. Well done. Also saw Plano Community Band's concert with 11 year old trumpet player at the Eisemann in November, full house. Great how the band treated him.

Ms. Conklin stated some groups still haven't submitted contracts yet; the first set of checks were mailed according to the schedule. The groups who have not submitted contracts did have their checks mailed in error rather than holding them until contract documents were completed.

Agenda Item 6 – Discuss Changes to 2012-2013 Guidelines.

Ms. Mahoney asked if any of the items listed should remain or be deleted. Small Arts Grants need discussion because we are scoring them almost on the same criteria but without having the same amount of information. Ms. Conklin mentioned that we only have one group that doesn't have 501c3 certification; one group this year hadn't completed the non-profit application, but had it by the end of the process.

Ms. Mahoney stated the Plano based organization definition should be refined; be thinking about this for January workshop.

Ms. Haywood commented that a written definition is needed.

There weren't any comments on Web links at this time.

IRS Form 990 – 25% should be based on this documents; Ms. Conklin added that the document is sometimes so thick, it leads to the question of how much does the Commission want to see? Mr. Brockett said he wants to see whole thing. It's a public document.

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Runs & Walks: Ms. Mahoney mentioned talks held with Mr. Gallagher and Ms. Davidson about this. We're seeing an increase in requests and anticipate this may continue. Discussion also addressed how many groups would be turned away if all walks/runs were denied. Ms. Conklin stated Plano receives so many because we don't charge a permit fee like other cities, which has just recently been changed. Ms. Williams added that bicycle events should be included. There was a consensus to stop funding individual run/walk/cycling events.

Administrative Items:

Track Commission reports - yes

Agenda 7 – Discuss Accounting for Volunteer Hours in the Application Process.

In – Kind as budget calculation or not: Mr. Safir said if we count volume hours, include this too. Mr. Brockette added having hard numbers contributed to services and time is important. Discussion followed about reflecting the amount of hours in a bracketed form so organizations could demonstrate support. Showing support is important. Hours for services such as accounting, newsletters, websites, etc. should be included as In-Kind services and therefore credited to the budget.

Agenda 8 – Discuss and Approve Commissioner Liaison Assignments and Duties.

Mr. Safir made a motion to approve the Commissioner Liaison Assignments and Duties and Mr. Brockette seconded. Motion passed 5:0.

Agenda 9 – Discuss January Workshop.

The workshop will be held on January 5th, Ms. Conklin encouraged Commissioners to contact their groups to urge them to attend the workshop; it's important to get their feedback. Ms. Mahoney said it's a good time to talk with groups about the application deadlines. Ms. Conklin stated that materials will be provided before the workshop; it's a regular meeting so a brief business meeting will be held before the Commissioners break out into discussion groups.

Future Agenda Items:

None

Motion to adjourn brought by Mr. Brockette and seconded by Mr. Huckaby. Motion passed 5:0. The meeting adjourned at 7:40pm