

**CULTURAL AFFAIRS COMMISSION
PLANO MUNICIPAL CENTER
1520 K Avenue
Training Room A
Thursday, February 7, 2019, 6:00 p.m.**



Item NO.	EXPLANATION
	Notice is hereby given that the Cultural Affairs Commission will meet in Regular Session in compliance with Chapter 551, Government Code, V.T.C.A, the Open Meeting Act, to consider the following:
1	Call to Order/Pledge of Allegiance
2	Approval of Minutes from the January 3, 2019 Cultural Affairs Commission Meeting
3	Comments of Public Interest – The Commission will hear comments of public interest relevant to the Cultural Affairs Commission, but any discussion shall be limited to placing the item on a future agenda if appropriate. (limit to five minutes per speaker/organization)
4	Reports from Grants Recipients (limit to 3 minutes per speaker/organization)
5	Reports from Commissioners on Events Attended
6	Report from Staff Liaison
7	Discussion of and Possible Action on FY2019-20 Arts & Events Applications
8	Items for Future Discussion/Action
9	Adjournment

Council Liaisons: Mayor Pro Tem Ron Kelley and Council Member Rick Grady

Plano Municipal Center is wheelchair accessible: a sloped-curb entry and designated parking are available at the front entrance. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling the Commission Liaison at (972) 941-5154.

**CULTURAL AFFAIRS COMMISSION
MEETING MINUTES
January 3, 2019**

COMMISSIONERS PRESENT

Tom Venner, Chair
Janelle Twyford-Silvis
Courtney Hitt
Rebecca Anderson
Chris Downs
Liane Tsai
Tara Munjee

COUNCIL & STAFF PRESENT

Jennifer Knox-Walker, Assistant City Attorney
Raini Layne, Sr. Budget Analyst & Cultural Affairs Commission Staff Liaison

The Cultural Affairs Commission meeting was called to order by Chairperson Venner at 6:00 p.m. Thursday, January 3, 2019

Chairperson Venner led the group in reciting the Pledge of Allegiance.

APPROVAL OF MINUTES

Pending edits, a motion to approve the minutes of the December 6, 2018 Cultural Affairs Commission Regular Meeting was made by Commissioner Downs and seconded by Commissioner Anderson. The motion passed 7-0.

AGENDA ITEM NO. 3: COMMENTS OF PUBLIC INTEREST

No comments of public interest were made.

AGENDA ITEM NO. 4: REPORTS FROM GRANT RECIPIENTS

- ArtCentre of Plano - Suzy Jones reported on her board's review of their strategic plan in mid-January; the Barry Benton & David Downs' art exhibit; upcoming attendance at the Texans for the Arts' Texas Arts Advocacy Day 2019 in Austin in early February; collaboration with Plano Arts Association and Plano ISD high school students.
- Plano Balloon Festival - Jo Via reported on refinement of the event site; sponsor review; and current response from high-level past sponsors for upcoming 2019 event.
- Plano Children's Theatre - Mike Mazur distributed handouts and reported on collaboration with Plano Symphony Orchestra on outreach for children; classes at Plano ISD; College Seniors' art exhibition; and their special needs program, Starcatchers. Also in attendance supporting Plano Children's Theatre was Curtis Gittinger.
- Plano Community Band - Janice Wolff reported on their upcoming concert in collaboration with the McKinney Band at the Eisemann Center for Performing Arts in Richardson and in conjunction with a children's band.

- Plano Civic Chorus - Connie Smith reported on past events in December and upcoming events include collaboration with Plano Symphony Orchestra, Irving Symphony Orchestra, and concerts especially for children; and their review of their strategic plan.
- Plano Metropolitan Ballet - Jennifer Denton reported on their showing of The Little Mermaid opening that weekend.
- Plano Symphony Orchestra - Robert Reed reported on collaboration with Plano Civic Chorus, Plano Children's Theatre; upcoming events in January; and on performing in Council chambers.
- Art & Drama Centre Theatre - Haleigh Beck reported on upcoming showings; finishing holiday youth camp; and expanding guest director series.

AGENDA ITEM 5: REPORTS FROM COMMISSIONERS ON EVENTS ATTENDED

- Commissioner Munjee reported on her attendance at Plano Symphony's Home for the Holiday's at St. Andrews UMC and North Texas Performing Arts' Scrooge! The Musical at the Willow Bend Center for the Arts.
- Commissioner Tsai reported on her attendance at Brick Roads' The Revolutionists at Cox Theatre; Charlie Frown: A Holiday Carol at Art & Drama Centre Theatre; Barry Benton & David Downs' art exhibit at ArtCentre of Plano; It's a Wonderful Life at Art & Drama Centre Theatre; North Texas Performing Arts' Scrooge! The Musical at the Willow Bend Center for the Arts; and Plano Symphony's Home for the Holidays at St. Andrews UMC.
- Commissioner Downs reported on her attendance at Plano Community Band's 40th anniversary concert at the Eisemann Center for Performing Arts in Richardson and Barry Benton & David Downs' art exhibit at ArtCentre of Plano.
- Commissioner Twyford-Silvis reported on her attendance at Children's Chorus of Collin County's The Best Time of the Year at St. Andrews UMC; Barry Benton & David Downs' art exhibit at ArtCentre of Plano; Project Space 183 at Courtyard Theatre; Dickens in Downtown Plano; Plano Symphony Orchestra with Plano Civic Chorus and Vocal Majority at St. Andrews UMC; Plano Civic Chorus' 'Tis the Season with Imperial Brass and Children's Chorus of Collin County at St. Andrews UMC; North Texas Performing Arts' travel artist exhibit; and Plano Community Band's 40th anniversary concert at the Eisemann Center for Performing Arts in Richardson.

AGENDA ITEM 6: REPORT FROM STAFF LIAISON

Staff Liaison Layne reported that the next task of the Subcommittee would be to develop Commissioner Training from the already documented six pages of training notes she has already documented; potentially 30 minute training sessions would be tacked on to the beginning of Commission meetings, as well as handouts; 1st quarter reports for arts grants are due January 31st; and the Budget Department took a tour of North Texas Performing Arts during their yearly retreat.

AGENDA ITEM 7: REPORT FROM SUB-COMMITTEE

Commissioners Twyford-Silvis, Hitt, and Downs presented a PowerPoint with proposed changes to the arts & events grants, explaining their methodology in reviewing applications from other Texas' cities and counties as well as required hotel/motel tax usage as outlined in the Texas Tax Code.

AGENDA ITEM 8: DISCUSSION OF AND POSSIBLE REVISION TO FY2019-20 ARTS & EVENTS GRANT MANUAL.

Commissioners discussed the merits of proposed arts & events grants changes as noted in the comprehensive arts & events grant manual, noting that a word limit should be added to the manual and online application as well as a notation on formatting bullets. The manual would then be reviewed again at the February meeting.

AGENDA ITEM 9: ITEMS FOR FUTURE DISCUSSION/ACTION

Staff Liaison Layne noted upcoming City deadlines, including approval of the application at the February 7, 2019 Commission Meeting; opening of the FY2019-20 arts and events grant application on February 8, 2019 at noon, and four sessions of grant application training on February 20, 2019. Mike Mazur of Plano Children's Theatre also noted the upcoming State of the Arts event presented by ArtCentre of Plano and the Plano Arts Coalition.

There being no further discussion, a motion to adjourn at 7:29 p.m. was made by Commissioner Munjee and seconded by Commissioner Downs. The motion passed 5-0.

Cultural Affairs Chairperson