

## McKINNEY ARTS COMMISSION

OCTOBER 17, 2013

The McKinney Arts Commission of the City of McKinney, Texas met in regular session in the Council Chambers of the Municipal Building on October 17, 2013 at 9:00 a.m.

Commissioners Present: Pamela Harden, Christopher Grider, Hamilton Doak, Linda Spina, and Matthew Bado. Commissioner Sherry Tucker arrived at 9:14 a.m. Absent: Commissioner Janet Farr.

Staff Present: City Liaison Janay Tieken; Arts Commission Secretary Mona Robinson; City Secretary Sandy Hart; and Facilities Construction Manager Patricia Jackson.

Guests Present: David Wong, Don Peterson, Jake Correll, and Mike Patrick.

Chair Spina called the meeting to order at 9:06 a.m. after determining a quorum present.

**13-1059** Oaths of Office. City Secretary Sandy Hart administered the Oaths of Office to Commissioners Linda Spina, Christopher Grider, Mathew Bado, and Pamela Harden.

**13-1060** Chairman Spina called for Consideration/Discussion/Action on Electing Chair and Vice Chair. Commissioners unanimously approved the motion by Commissioner Doak, seconded by Commissioner Bado, to elect Linda Spina as Chair. Commissioners unanimously approved the motion by Commissioner Harden, seconded by Commissioner Bado, to elect Hamilton Doak as Vice Chair.

Commissioners unanimously approved the motion by Vice Chair Doak, seconded by Commissioner Harden, to approve the following consent items:

**13-1061** Minutes of the McKinney Arts Commission Work Session of August 28, 2013.

**13-1062** Minutes of the McKinney Arts Commission Special Meeting of August 29, 2013.

END OF CONSENT

- 13-1064** Consider/Discuss/Act on the Final Report of North Texas Chapter of the American Theatre Organ Society. Chair Spina invited Don Peterson, President of North Texas Chapter of the American Theatre Organ Society, to briefly discuss their Final Report which had been submitted for approval. Commissioners unanimously approved the Motion by Vice Chair Doak, seconded by Commissioner Bado, to approve North Texas Chapter of the American Theatre Organ Society's Final Report and disbursement of the final 30% of their FY2012-13 grant funds.
- 13-1063** Consider/Discuss/Act on the Final Report of Texas Performing Chinese Arts Association. Chair Spina invited David Wong, Executive Director of Texas Performing Chinese Arts Association, to briefly discuss their Final Report which had been submitted for approval. Commissioners unanimously approved the Motion by Commissioner Bado, seconded by Vice Chair Doak, to approve Texas Performing Chinese Arts Association's Final Report and disbursement of the final 30% of their FY2012-13 grant funds.
- 13-1065** Consider/Discuss/Act on Final Report of Young Actor's Guild. Chair Spina invited Jake Correll, Executive Director of Young Actor's Guild, to briefly discuss their Final Report which had been submitted for approval. Commissioners unanimously approved the Motion by Commissioner Harden, seconded by Commissioner Bado, to approve Young Actor's Guild's Final Report and disbursement of the final 30% of their FY2012-13 grant funds.
- 13-1066** Consider/Discuss/Act on Final Report of McKinney Repertory Theatre. Chair Spina invited Jake Correll, Executive Director of McKinney Repertory Theatre, to briefly discuss their Final Report which had been submitted for approval. Commissioners unanimously approved the Motion by Vice Chair Doak, seconded by Commissioner Tucker, to

approve McKinney Repertory Theatre's Final Report and disbursement of the final 30% of their FY2012-13 grant funds.

**13-1067** Consider/Discuss/Act on Final Report of McKinney Community Concerts. Chair Spina invited Mike Patrick of McKinney Community Concerts, to briefly discuss their Final Report which had been submitted for approval. Commissioners unanimously approved the Motion by Commissioner Tucker, seconded by Vice Chair Doak, to approve McKinney Community Concert's Final Report and disbursement of the final 30% of their FY2012-13 grant funds.

**13-1071** Discuss Mellow Mushroom Mural and Future Art Projects. Chair Spina introduced Patricia Jackson, City of McKinney Facilities Construction Manager. Ms. Jackson opened a discussion related to the Arts Commission's participation with the City of McKinney Development Services Department with regard to future projects involving art work. Recently a mural was painted on an external wall at Mellow Mushroom Restaurant in downtown McKinney with no input from the City or the Arts Commission. Ms. Jackson is asking for feedback from the Arts Commissioners related to any future art projects within the city as she feels this would be an excellent opportunity for the Arts Commission to be involved on projects such as the Mellow Mushroom Restaurant mural. Ms. Jackson stated a change in the Development Services internal process could be reviewed, and she felt it would be best if the request for discussion came from the Arts Commission. Ms. Jackson stated the Arts Commission might want to offer a position paper or recommendation when art was fronting a public right-of-way or in a public right-of-way. Chair Spina asked if any Commissioners would be interested in serving on a subcommittee to prepare a position paper or recommendation, and Ms. Jackson stated she would be available for assistance. Commissioner Tucker stated she did not want to add another layer of bureaucracy but wanted to encourage such projects. Following a lengthy

discussion, Commissioners Harden, Grider, and Tucker volunteered to serve on a sub-committee to work with Patricia Jackson in developing a proposed process for art work within the city.

**13-1068** Consider/Discuss/Act on Any Remaining Art Grant Funds for FY2012-13 to be Allocated to Public Art Fund. City Liaison Tieken stated the Arts Commission will have a two part item on the November 5, 2013 City Council agenda. One area is the creation of the designated revenue public art fund to be used for public art, and tax deductible donations from the public would be made to this fund. The other recommendation requests that on an annual basis any unspent funds from the City Council arts allocation may, at the discretion of the Arts Commission, be allocated to public art. City Liaison Tieken stated the staff recommendation allows the Arts Commissioners, as part of the budget process, could allocate up to 10% of their annual funding to public art and also be able to allocate any remaining unused budget funds to public art. This would be accomplished by a vote of the Arts Commission, and the funds would roll over to the public art fund. City Liaison Tieken confirmed the Arts Commissioners would need to vote on the reallocation every January on whether or not to reallocate any remaining budgeted funds to the public art fund. City Liaison Tieken explained the normal budget process and that this agenda item is asking City Council to grant an exception to the budget process in that any unspent art budget funds roll over to public art. Chair Spina stated this is another way to do something with money that would be given back to the general fund. Commissioners unanimously approved the Motion by Vice Chair Doak, seconded by Commissioner Bado, to accept staff's recommendations on the creation of a public art fund, that any unspent funds from the Arts Commission allocation may be allocated to public art, and allowing the reallocation for FY2012-13 funds to public art.

**13-1069** Consider/Discuss/Act on Staff Recommendations for Funding the Public Art Fund and First Project. City Liaison Tieken stated the City Council agenda for November 5, 2013 will also include an individual project plan with a timeline for the first public art mural project. The target date to unveil the first public art mural is April 12, 2014 in conjunction with "Arts in Bloom". City Liaison Tieken explained the various timeframes and deadlines which included solicitation of donor contributions and choosing a selection panel (3 Arts Commission members and community representatives). The goal is to have the call to artists issued by November 1<sup>st</sup>; individual project plan outline by November 5<sup>th</sup>; secure location by Arts Commission and agreement in place by December 1<sup>st</sup>. Responses to the call to artists will need to be received back by December 2<sup>nd</sup>, and from those responses, three finalists would be chosen by the selection panel by December 9<sup>th</sup>. The selected artist proposals would be submitted by January 13, 2014, and the selected proposal and artist would be determined by January 29<sup>th</sup>. The Arts Commission would present their recommendation to City Council on February 4<sup>th</sup>, and the public art mural kickoff will be March 1<sup>st</sup>. Commissioner Tucker asked for clarification on how the call to artists would be issued, and City Liaison Tieken explained it would be done through a Request for Qualifications (RFQ) which is the responsibility of staff to prepare. The Arts Commission will be responsible in determining the site for the mural as well as serving on the selection panel for the artist and the proposal. Commissioners discussed various methods of promoting and informing area artists of the Request for Qualifications. Commissioner Grider asked what the process would be if the selection panel did not like any of the submitted proposals, and Vice-Chair Doak stated under those circumstances, the artists would have to submit new proposals. City Liaison Tieken asked the Commissioners if they wanted to include a specific theme in the RFQ. Chair Spina stated the theme should be

appropriate for downtown, and she also stated they had discussed a historical theme as well as an arts and music on the square theme. Vice Chair Doak stated he opposed having just one possible theme, and he felt it is important that artists understand the historical nature of downtown McKinney and what would be acceptable. Vice Chair Doak suggested allowing the artists to have creativity with two theme options. City Liaison Tieken stated additional detailed information, such as theme of the mural, may be given to the selected artists. Following a discussion, it was decided City Liaison Tieken would list specific north Texas counties in the RFQ from which artist submissions would be accepted. Chair Spina opened the discussion on who would be serving on the selection panel from the community, and Chair Spina, Vice Chair Doak, and Commissioner Bado will serve as the Arts Commission selection panel representatives. Vice Chair Doak stated the Arts Commissioners serving on the selection panel should rotate with future public art projects. Commissioners unanimously approved the motion by Vice Chair Doak, seconded by Commissioner Tucker, to approve staff recommendations for funding the public art fund, the first project, the timeline, and the selection panel members.

**13-657** Consider/Discuss/Act on Collin College Collateral for Public Art Project. Chair Spina stated a subcommittee had met and discussed the Collin College joint project to create and produce collateral for the art the public could see in McKinney. Each Commissioner will compile information on specific public art in McKinney they selected from a list provided by Chair Spina. Chair Spina then gave details on what information each Commissioner should compile. Commissioner Bado has agreed to set up a shared master Google document to which each Commissioner's information may be uploaded as a collaboration tool. A Collin College graphic design class will prepare a collateral piece from the public art information the Arts Commission will provide. Chair Spina stated the

Commissioners' information should be submitted no later than December 1<sup>st</sup>. Commissioners unanimously approved the motion by Commissioner Tucker, seconded by Commissioner Bado, to accept the subcommittee recommendations on the collateral public art project with Collin College and to accept the research assignments.

**13-1070** Consider/Discuss/Act on Meeting Dates and Times. Chair Spina stated City Liaison Tieken had suggested utilizing subcommittees to improve meeting efficiency and to reduce the number of meetings. City Liaison Tieken discussed the possibility of a different meeting time, and she also informed the Arts Commissioners the administrative functions have been transferred to Deb Hass in the Office of Housing and Community Development. Chair Spina opened the discussion related to moving Arts Commission meeting times to 4:30 p.m. on the third Thursday of the first month of each quarter. Chair Spina discussed possible modifications to the grant application process. Commissioners unanimously approved the motion by Commissioner Harden, seconded by Commissioner Grider, to change the Arts Commission meeting time to 4:30 p.m. on the third Thursday of the first month of each quarter.

#### BOARD OR COMMISSIONER COMMENTS

Commissioner Tucker thanked Mona Robinson for her years of service to the Arts Commission. Ms. Robinson was presented a floral arrangement and card from the Arts Commissioners. Commissioner Bado also thanked Ms. Robinson, welcomed Commissioner Grider, and gave an update on the Business Council of the Arts (BCA) Leadership class he and Commissioner Harden are attending. Chair Spina discussed a recent conversation she had with the Chair of the Veterans Memorial Committee wherein she had mentioned the Veterans Memorial Park needed a sculptural work at one end of the park. Chair Spina felt it would be helpful to work with the Veterans Memorial Committee to encourage them to work towards having a piece of sculpture to show the human side of military service at the Veterans Memorial Park. Vice Chair Doak stated Orisons Fine Art is having a fundraiser for public art honoring five fallen Collin County veterans. The public art will be placed in the Collin County Courthouse.

Commissioner Grider stated he looks forward to serving the City. Commissioner Harden welcomed Commissioner Grider and stated she is glad to have an educator on the Arts Commission. Commissioner Harden also discussed the BCA Leadership Class and the information she is gaining which is very helpful. Secretary Mona Robinson said a fond farewell to the Arts Commissioners.

ADJOURN

Commissioners unanimously approved the motion by Vice Chair Doak, seconded by Commissioner Tucker, to adjourn. Chair Spina adjourned the meeting at 10:47 a.m.

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LINDA SPINA  
Chair