



**NOTICE OF MEETING
CULTURAL AFFAIRS COMMISSION**

NOTICE IS HEREBY GIVEN THAT A QUORUM OF THE CITY OF PLANO CULTURAL AFFAIRS COMMISSION WILL MEET FOR A REGULAR MEETING ON THURSDAY, JULY 2, 2020 AT 6:00 PM IN THE EXECUTIVE CONFERENCE ROOM IN THE PLANO MUNICIPAL CENTER, 1520 K AVENUE, PLANO, TEXAS, 75074. ADDITIONAL MEMBERS MAY PARTICIPATE REMOTELY VIA VIDEOCONFERENCE OR TELECONFERENCE. THE FACILITY WILL NOT BE OPEN TO THE PUBLIC.

Due to health and safety concerns related to COVID-19 and in compliance with the temporary suspension of Resolution 2019-3-2(R), Section II, the facility will not be open to the public. A recording of the meeting will be available for public listening. Comments may be submitted electronically to rainil@plano.gov by 12:00 p.m. the day of the meeting.

Item NO.	EXPLANATION
1	Call to Order/Pledge of Allegiance
2	Approval of Minutes from the March 5, 2020 Cultural Affairs Commission Meeting
3	Approval of Minutes from the June 6, 2020 Cultural Affairs Commission Meeting
4	Approval of Minutes from the June 11, 2020 Cultural Affairs Commission Meeting
5	Comments of Public Interest – The Commission will hear comments of public interest relevant to the Cultural Affairs Commission emailed to the Staff Liaison prior to 12 pm the day of the meeting.

- 6** Reports from Grants Recipients (limit to 3 minutes per speaker/organization)
- 7** Reports from Commissioners on Events Attended
- 8** Report from Staff Liaison
- 9** 2020-21 Major Arts Grant Applications
 - a) Review of and possible action on Commissioner scores
 - b) Discussion and approval of grant recommendations
- 10** 2020-21 Special Events Grant and Urban/Town Center Events Grant Applications
 - a) Review of and possible action on Commissioner scores
 - b) Discussion and approval of grant recommendations
- 11** Items for Future Discussion/Action
- 12** Adjournment

Council Liaisons: Deputy Mayor Pro Tem Anthony Ricciardelli and Council Member Rick Smith

Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling Raini Layne at (972) 941-5154.

CULTURAL AFFAIRS COMMISSION
MEETING MINUTES
March 5, 2020

COMMISSIONERS PRESENT

Courtney Hitt
Rebecca Anderson
Liane Tsai
Misty Hoyt
Tara Munjee - arrived at approximately 6:10 p.m.

STAFF ABSENT

Chris Downs
Fabian Gordon

COUNCIL & STAFF PRESENT

Raini M. Layne, Sr. Budget Analyst and Cultural Affairs Commission Liaison

The Cultural Affairs Commission meeting was called to order by Chairperson Hitt at 6:00 p.m. Thursday, March 5, 2020.

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

APPROVAL OF MINUTES

Pending edits, a motion to approve the minutes of the December 5, 2019 Cultural Affairs Commission Regular Meeting was made by Commissioner Hoyt and seconded by Commissioner Anderson. The motion passed 4-0.

AGENDA ITEM NO. 3: COMMENTS OF PUBLIC INTEREST

No comments of public interest were made.

AGENDA ITEM NO. 4: REPORTS FROM GRANT RECIPIENTS

- Dallas Asian American Youth Orchestra – Nien Hsu reported on recently closed show and on upcoming auditions.
- Men of Notes – Randy Stewart reported on the cusses of the singing valentines; schedule April events; new director; on upcoming female members; and on collaborations with female choral singers.
- AsiaFest – Feroz Alpaiwalla reported that the 2020 event has cancelled due a lack of available insurance. Also in attendance in support of AsiaFest is Rachel Tran.
- ArtCentre of Plano – Suzy Jones reported on activity at the Saigling House including Mother's Day Tea.

- Plano International Festival – Donna Hartman reported that the receptions, art exhibit, and leadership convention have all been scheduled out.
- Children’s Chorus of Collin County – Janie Oliver reported that their big concert would be at the end of May. Also in attendance in support of CCCC was Michael DeMotte.
- Plano Civic Chorus – Connie Smith reported on concerts scheduled for spring.
- North Texas Performing Art – Sara Akers reported on their schedule of master classes and workshops. Also in attendance in support of NTPA was Patricia Gregory.
- Plano Art Association – Grace Tran thanked Suzy Jones for efforts in the arts and on their scheduled attendance at the upcoming ArtFest. Also in attendance in support of PAA was Jan Leek.
- Plano Metropolitan Ballet – Jennifer Denton reported on recently closed and upcoming auditions and shows.
- Art & Drama Centre Theatre – Bo Benny reported on closed and upcoming shows including storytelling with standup.
- Chamberlain Performing Arts – Karen Davis reported on the attendance at Dance America in Arkansas; and on their 35th anniversary event in April.
- Historic Downtown Plano Association – Alexandra Keith reported on the ArtFest date in April and on their efforts to increase attendance.
- Rover Dramawerks – Carol Rice reported on their just opened show of *Jeopardy*; and on auditions for future shows.
- Plano Community Band – Denise Guilbert reported on collaborations with PISD middle schools and on their April concert.
- Plano Symphony Orchestra – Robert Reed reported on closed and upcoming concerts.

AGENDA ITEM NO. 5: REPORTS FROM COMMISSIONERS ON EVENTS ATTENDED

- Commissioner Hoyt reported on her attendance at the 2020 DART Student Art Contest as Judge.
- Commissioner Munjee reported on her attendance at Plano Art Association’s Member Show.
- Commissioner Tsai reported on her attendance at Dallas Asian American Youth Orchestra’s Spring Concert; Rover Dramawerks’s *Women in Jeopardy* and the *Creature Creeps*; Plano Symphony Orchestra’s The Music of Abba; and North Texas Performing Arts’ 9-5.
- Commissioner Anderson reported on her attendance at North Texas Performing Arts’ 9-5.
- Chairperson Hitt Reported on her attendance at Paul Audia’s Keynote Speech & Reception; Dallas Asian American Youth Orchestra’s Spring Concert; at Plano Art Association’s Member Show and Reception; North Texas Performing Arts’ *Thoroughly Modern Millie*; Neighborhood Art Collective’s New Member Orientation and meeting; and the 2020 DART Student Art Contest as Judge.

AGENDA ITEM NO. 6: REPORT FROM STAFF LIAISON

Staff Liaison Layne noted that \$1.5m had been requested for the arts in FY20-21; there are three new organizations/people interested in applying for grants; and a request to assist in developing metrics to justify the funding increase would be sent out.

AGENDA ITEM NO. 7: ITEMS FOR FUTURE DISCUSSION/ACTION

There being no further discussion, a motion to adjourn at 7:08 p.m. was made by Commissioner Anderson and seconded by Commissioner Munjee. The motion passed 5-0.

Cultural Affairs Chairperson

**CULTURAL AFFAIRS COMMISSION
MEETING MINUTES**
June 6, 2020

COMMISSIONERS PRESENT

Courtney Hitt
Chris Downs
Rebecca Anderson
Liane Tsai
Tara Munjee
Misty Hoyt
Fabian Gordon

STAFF & COUNCIL PRESENT

Raini M. Layne, Cultural Arts Grants Administrator & Staff Liaison
Jennifer Knox-Walker, Assistant City Attorney
Jimmy Vargas, Technology Services
Karen Rhodes-Whitley, Director of Budget & Research
Anthony Ricciardelli, Deputy Mayor Pro Tem
Rick Smith, Council Member

The Cultural Affairs Commission meeting was called to order by Chairperson Hitt at 9:00 a.m. Saturday, June 6, 2020.

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

AGENDA ITEM NO. 2: ANNOUNCEMENT OF MEETING SAFETY AND HOUSEKEEPING

Staff Liaison Layne note the personal protection equipment available to Commissioners and presenters; how the waiting area for presenters was set-up, additional staff on hand in the meeting and in the lobby; and the general procession of the meeting. It was also stressed that meeting safely was paramount and if at any time anyone felt unwell or unable to proceed they should immediately excuse themselves.

AGENDA ITEM NO. 3: PRESENTATION OF THE STATE OF ARTS & EVENTS FUNDING FOR FY 2020-21

Karen Rhodes, Director of Budget & Research presented the current state of the City Of Plano's Convention and Tourism fund, both balance and revenues, indicating the fund is presently 20 percent (%) below projected amounts. A potential \$800,000 in arts funding was noted for the FY 2020-21 year.

AGENDA ITEM NO. 4: APPROVAL OF MINUTES

A motion was made to move the approval of March 5, 2020 minutes to the July 2, 2020 meeting was made by Commissioner Anderson and seconded by Vice Chairperson Downs. The motion passes 7-0.

AGENDA ITEM NO. 5: COMMENTS OF PUBLIC INTEREST

No comments of public interest were made submitted to the Staff Liaison via email.

AGENDA ITEM NO. 6: PRESENTATION FROM AND SCORING OF MAJOR ARTS GRANT APPLICANTS

Commissioners viewed presentations with question and answer session from fifteen (15) Major Arts Grant Applicants. Reminders were made on forming questions as investigatory and refraining from operational suggestions or remarks.

AGENDA ITEM NO. 7: COMMENTS ON MAJOR ARTS GRANT APPLICANT PRESENTATIONS

Commissioner discussion on the content and presentation of Major Art Grant Applications for 2020-21 included remarks on the creative approaches to maintaining audience engagement during Covid-19 restrictions; on the high level of professionalism of the new applicant organization, Outcry Theatre; and requested following on how specific organizations track attendance.

AGENDA ITEM NO. 8: REPORT FROM STAFF LIAISON

Staff Liaison Layne reminded Commission of upcoming meetings of June 11 for Events Grants Applicant presentations, July 2 for scoring and funding recommendation review and approval, and July 16 for review of the Commission's funding recommendation presentation to Council on August 5; the score deadline of June 29 at 8 a.m.

AGENDA ITEM NO. 9: ITEMS FOR FUTURE DISCUSSION/ACTION

Commissioners noted that applicant interpretation of "underserved" was incredibly broad and asked Staff Liaison Layne to keep it in mind for the FY2020-21 Cultural Affairs Commission Subcommittee to address and clarify Commission intent.

There being no further discussion, a motion to adjourn at 5:17 p.m. was made by Commissioner Anderson and seconded by Commissioner Gordon. The motion passed 7-0.

Cultural Affairs Chairperson

**CULTURAL AFFAIRS COMMISSION
MEETING MINUTES**
June 11, 2020

COMMISSIONERS PRESENT

Courtney Hitt
Chris Downs
Rebecca Anderson
Liane Tsai
Tara Munjee
Misty Hoyt
Fabian Gordon

STAFF & COUNCIL PRESENT

Raini M. Layne, Cultural Arts Grants Administrator & Staff Liaison
Jennifer Knox-Walker, Assistant City Attorney
Jimmy Vargas, Technology Services

The Cultural Affairs Commission meeting was called to order by Chairperson Hitt at 6:00 p.m. Thursday, June 11, 2020.

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

AGENDA ITEM NO. 2: ANNOUNCEMENT OF MEETING SAFETY AND HOUSEKEEPING

Staff Liaison Layne reminded Commissioners and staff of the personal protection equipment available; how the waiting area for presenters was set-up, additional staff on hand in the meeting and in the lobby; and the general procession of the meeting. It was again stressed that meeting safely was paramount and if at any time anyone felt unwell or unable to proceed they should immediately excuse themselves.

AGENDA ITEM NO. 3: COMMENTS OF PUBLIC INTEREST

No comments of public interest were made.

AGENDA ITEM NO. 4: PRESENTATION FROM AND SCORING OF SPECIAL EVENT GRANTS APPLICANTS

Commissioners viewed presentations with question and answer session from six (6) Special Event Grant Applicants. Reminders were made on forming questions as investigatory and refraining from operational suggestions or remarks.

AGENDA ITEM NO. 5: COMMENTS ON SPECIAL EVENT GRANT APPLICANT PRESENTATIONS

Commissioner discussion on the content and presentation of Special Event Grant Applications for 2020-21 included remarks on applicants' critical decision and creative approaches to operational

planning during Covid-19 restrictions; on the high level of professionalism of the new applicant organization, Plano Comedy Festival; on the potential of Eyakkam Dance Company; and on the rescheduling of ArtFest 2020 to August, their approach to event logistics, and their inactive web application.

AGENDA ITEM NO. 6: REPORT FROM STAFF LIAISON

Staff Liaison Layne again reminded Commission of upcoming meetings of July 2 for scoring and funding recommendation review and approval, and July 16 for review of the Commission's funding recommendation presentation to Council on August 5; and on the score deadline of June 29 at 8 a.m. as critical in her preparation for the July 2 meeting.

AGENDA ITEM NO. 7: ITEMS FOR FUTURE DISCUSSION/ACTION

There being no further discussion, a motion to adjourn at 9:06 p.m. was made by Commissioner Munjee and seconded by Commissioner Anderson. The motion passed 7-0.

Cultural Affairs Chairperson