



**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 SPECIAL SESSION ON THURSDAY, JULY 16, 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](mailto:rainil@plano.gov) by 12:00 p.m. the day of the meeting.**

| <b>Item<br/>NO.</b> | <b>EXPLANATION</b>   |
|---------------------|--|
| 1                   | Call to Order/Pledge of Allegiance   |
| 2                   | Approval of Minutes from the July 2, 2020 Cultural Affairs Commission Meeting  |
| 3                   | 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. |
| 4                   | Review and Approval of Revised Major Arts Grant Funding  |

- 5** Review of Commission's Funding Recommendation Presentation to City Council on Wednesday, August 5, 2020
  - a. Review Commission Activity During FY 2019-20
  - b. Review Commission Goals for FY 2020-21
- 6** Items for Future Discussion/Action
- 7** 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  
July 2, 2020**

---

**COMMISSIONERS PRESENT**

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

**COMMISSIONERS ABSENT**

Chris Downs

**STAFF PRESENT**

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

The Cultural Affairs Commission meeting was called to order by Chairperson Hitt at 6:08 p.m. Thursday, July 2, 2020.

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

**AGENDA ITEM NO. 2: APPROVAL OF MINUTES FROM THE MARCH 5, 2020 CULTURAL AFFAIRS COMMISSION MEETING**

A motion to approve the minutes of the March 5, 2020 Cultural Affairs Commission Regular Meeting was made by Commissioner Anderson and seconded by Commissioner Gordon. The motion passed 6-0.

**AGENDA ITEM NO. 3: APPROVAL OF MINUTES FROM THE JUNE 6, 2020 CULTURAL AFFAIRS COMMISSION MEETING**

Pending edits, a motion to approve the minutes of the June 6, 2020 Cultural Affairs Commission Special Session was made by Commissioner Munjee and seconded by Commissioner Tsai. The motion passed 6-0.

**AGENDA ITEM NO. 4: APPROVAL OF MINUTES FROM THE JUNE 11, 2020 CULTURAL AFFAIRS COMMISSION MEETING**

A motion to approve the minutes of the June 11, 2020 Cultural Affairs Commission Special Session was made by Commissioner Gordon and seconded by Commissioner Munjee. The motion passed 6-0.

## **AGENDA ITEM NO. 5: COMMENTS OF PUBLIC INTEREST**

No comments of public interest were made.

## **AGENDA ITEM NO. 6: REPORTS FROM GRANT RECIPIENTS**

Due to the technical restrictions of the meeting, specific reporting was not captured by the minute-taker. The following organizations gave reports:

Denise Guilbert  
ArtCentre of Plano – Suzy Jones and Tom Venner  
Eyakkam Dance Company  
Dallas Asian American Youth orchestra – Nien Hsu  
Plano Symphony Orchestra – Robert Reed and Kaitlin Einkauf  
International Festival  
Plano Metropolitan Ballet – Jennifer Denton  
North Texas Performing Arts – Sara Akers  
Plano Balloon Festival – Jo Via  
Plano Comedy Festival – Brittany Goss  
Rover Dramawerks – Carol Rice  
Plano Civic Chorus – Connie Smith  
Outcry Theatre – Jason Spinos  
North Texas Children’s Choir – Trudy Hale and Jean Waters

## **AGENDA ITEM NO. 7: REPORTS FROM COMMISSIONERS ON EVENTS ATTENDED**

Commissioner Hoyt reported on two initiatives. No other Commissioners made reports.

## **AGENDA ITEM NO. 8: REPORT FROM STAFF LIAISON**

Staff Liaison Layne reminded Commission of upcoming meetings of July 16 meeting for review of the Commission’s funding recommendation presentation to Council on August 5; indicated that a Commissioner spot would open beginning in the 2020-21 fiscal year; and noted that in lieu of a Board & Commission Mixer in August, a video would be produced.

## **AGENDA ITEM NO. 9: 2020-21 MAJOR ARTS GRANT APPLICATIONS: A) REVIEW OF AND POSSIBLE ACTION ON COMMISSIONER SCORES, B) DISCUSSION AND APPROVAL OF RECOMMENDATION**

Chairperson Hitt presented an overview of scoring criteria and questions; final scores; and eligibility, request and final funding recommendations fit to the budgeted amount of \$800,000 compiled by Staff Liaison Layne. North Texas Performing Arts indicated an error in their eligibility amount. Staff Liaison Layne indicated that she would review all eligibilities and re-calculate funding; and Commissioners would re-review at the July 16, 2020 Special Session.

Pending edits, a motion was made to approve scores was made by Commissioner Munjee and seconded by Commissioner Tsai. The motion passed 6-0.

**AGENDA ITEM NO. 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 RECOMMENDATION**

Chairperson Hitt presented an overview of scoring criteria and questions; final scores; and eligibility, request, and final funding recommendations compiled by Staff Liaison Layne, no questions arose.

A motion was made to approve scores and funding recommendations was made by Commissioner Hoyt and seconded by Commissioner Gordon. The motion passed 6-0.

**AGENDA ITEM NO. 11: ITEMS FOR FUTURE DISCUSSION/ACTION**

Staff Liaison Layne reaffirmed that she would double check arts funding calculations for approval at the July 16, 2020 Special Session.

There being no further discussion, a motion to adjourn at 7:40 p.m. was made by Commissioner Anderson and seconded by Commissioner Gordon. The motion passed 6-0.

---

Cultural Affairs Chairperson