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## AGENDA

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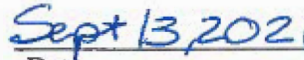
**Public Arts Advisory Board Regular Meeting**  
5:00 PM; Wednesday, September 22, 2021  
Taylor City Hall Conference Room

- I. CALL TO ORDER AND DECLARE A QUORUM
- II. PUBLIC COMMENT
- III. REVIEW / DISCUSS AND CONSIDER ACTION ON THE FOLLOWING:
  - A. Approve the Minutes from the Public Arts Advisory Board for August 25, 2021 meeting
  - B. Financial Report
  - C. Review Action Item Report from the August 25, 2021 meeting
  - D. Staff Report:
    - 1. Review Board Member meeting attendance
  - E. Continuing Business:
    - 1. Portal Project (Melanie):
      - a. Receive report detailing progress made with the painting of the portals
    - 2. Music on Main Concert Series update:
      - a. Report on September 16th Concert (Lois)
      - b. Report on upcoming Concerts – October 21<sup>st</sup> and November 13<sup>th</sup> (Janetta)
      - c. Review of Music on Main budget including income and expenditures (Jan)
      - d. Marketing & Sponsorships for November Concert (Brent/Richard)
      - e. Music on Main T-shirts
    - 3. Cultural / Entertainment District update (Lois)
    - 4. Public Arts Master Plan Workshop
      - a. Time: 11 am until 5-6 pm
      - b. Discuss which dates will not work with the board before approaching Facilitator
  - F. New Business:
    - 1. Items for the November agenda

IV. ADJOURN

The Board or Commission may vote and/or act upon each of the items listed in this Agenda. The Board or Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act, I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 5:00 pm on August 20, 2021 and remained posted for at least 72 continuous hours before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.

  
\_\_\_\_\_  
Jan Harris, Main Street Manager

  
\_\_\_\_\_  
Date

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-A**

Approve the minutes for the August 25, 2021 meeting

**PUBLIC ARTS ADVISORY BOARD**  
**August 25, 2021**

**MINUTES**

Meeting was called to order at 5:05 pm by Chairperson Stone and a quorum was declared.

Present- Lois Duncan, Richard Stone, Brent Humphreys, Melanie Shaw, Janetta McCoy, Nathan Gray

Staff-Jan Harris-Main Street Manager, Tom Yantis

Public-Valerina Walters

Absent-Bryan Richie

**PUBLIC COMMENT:**

None at this time.

**CONSENT AGENDA:**

- A. Approve the Minutes from previous meeting of the Public Arts Advisory Board and June Budget Meeting.

**MOTION-** Motion to approve minutes from previous board meeting.  
Gray/Duncan/Passed

- B. Financial Report

**MOTION-** Approve financial report  
Duncan/Gray/Pass

- C. Review Action Item Report from the July 28, 2021 Meeting

**MOTION-**Accept action item report  
Gray/Duncan/Passed

- D. Staff Report:

1. Review Board Member meeting attendance

**MOTION-** Accept attendance report as presented  
McCoy/Humphreys/Passed

2. Review parliamentary procedures

**MOTION-** Accept parliamentary procedures  
McCoy/Duncan/Passed

## **REGULAR AGENDA-REVIEW/DISCUSS AND CONSIDER ACTION:**

### **A. CONTINUING BUSINESS**

#### **1. REPORT ON DR. DICKEY MURAL**

Further discussions held to determine appropriateness of location and cost of mural at the currently proposed location. Additional artist submissions via an open call will be solicited. Committee members will meet with Jan to discuss artists on the MLK committee.

**ACTION ITEM:** Jan to get MLK Committee roster to Melanie.

**MOTION-**Approve report as presented.

Shaw/Duncan/Passed

#### **2. PORTAL PROJECT**

Five projects have been funded at this time. Supplies are being purchased as well. Artists have been selected and the portals will be painted in the next 2-3 weeks.

**ACTION ITEM:** Invite Chamber to a ribbon cutting with a significant number of portals are complete.

**ACTION ITEM:** Get a schedule for painting from Melanie.

**MOTION-** Accept report

Duncan/Shaw/Passed

#### **3. POTTER'S ALLEY**

Proposed artwork was discussed and debated. There is not a consensus among the board for the art as presented. The overall vision of the alley needs to be focused. Many board members expressed a desire to host several artists to rotate art annually to coincide with an event. Artist Avery Orndorff has been paused and will not be working on the mural as proposed. She may however be asked to use her image in a different location. The board discussed creating a destination type setting for the alley and requested a more concrete visual guide for the vision the committee has for the alley. A rendering to present to the public for promotional purposes has been requested. Members expressed concern over the size of the piece proposed. The piece was deemed to be too bold by some and the concept was not unanimously approved. The vision is to now create a grand vision of the space and to fund raise as needed to meet the vision, regardless of cost and scope. The city is looking for policies and plans for Potter's Alley in regards to how to place, how to find artists, and how to handle infrastructure. A plan will be formalized and be presented to city council. This project will be postponed for the time being and the allocated funds will be encumbered. \$3,000 will now be transferred to the Music on Main project.

**ACTION ITEM:** Create a rendering of what the art wall could look like for use in fundraising, etc.

**ACTION ITEM:** Set up tape 10' x 10' panels in the alley and photograph so artists could accurately size pieces.

**MOTION-** Move funds from Potter's Alley Project to Music on Main Project

Humphreys/Duncan/Passed

**4. MUSIC ON MAIN CONCERT SERIES UPDATE**

Turn out at events has been good. Musical acts have been booked through November. Chubby Knuckle Choir and Spooky Jook will perform in September, Oompah Band TBD for October, Joe Posada to perform in November. Promotion will now be pushed harder. Adding food trucks along with additional help from community members was discussed. Brent will be spearheading the marketing and promotion. The Board was shown artwork and promotional materials from previous events. A partnership with the school for photography and video promotion was discussed. Creating a marketing deck with tiers of sponsorship levels was proposed. The Music on Main logo will be used heavily in posters and shirts for promotion. Artist Geoff Peveto was presented as the artist of choice to handle the artwork. The work presented fit with the style and vision of the board and was unanimously liked and approved. The board will use Geoff Peveto as the artist for promoting the Music on Main event.

**ACTION ITEM:** Richard and Brent to develop a sponsorship package for the Posado concert.

**ACTION ITEM:** Ask Kendra to share a link with the board members to enable them to share social media posts regarding Music on Main Concerts.

**MOTION-** Move forward with proposal and approve Brent’s marketing plan with Geoff Peveto to be commissioned to produce artwork for the event  
McCoy/Gray/Passed

**5. CULTURAL/ENTERTAINMENT DISTRICT UPDATE**

No new business to discuss at this time.

**B. NEW BUSINESS**

**1. PUBLIC ARTS MASTER PLAN**

An outside facilitator is being sought to help the board focus and construct a formal Public Arts Master plan to be presented to the City Council. Eric Lashley will be willing to assist with this for the fee of \$75/hr. A possible workshop before the end of the year was discussed with a day in November being the target.

**MOTION-** Approve partnership with Eric Lashley and begin formalizing Public Arts Master Plan

Duncan/McCoy/Passed

**FORMAL SPENDING HOLD ON ALL CURRENT PROJECTS EXCEPT FOR MUSIC ON MAIN AND THE PORTAL PROJECT UNTIL A MASTER PLAN IS CREATED.**

**C. ADJOURNMENT**

There being no further business, the meeting adjourned at 7:22 pm.

**MOTION-** Motion was made to adjourn

Stone/Duncan/Passed

Respectfully Submitted,  
Nathan Gray  
Secretary, City of Taylor Public Arts Advisory Board

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-B**

Receive the September Financial Report as information

PAAB FY 20-21 FINANCIAL REPORT  
Expenditures Pending Expenditures/Encumbrances

DATE:	AMOUNT	DESCRIPTION	BALANCE REMAINING	SUPPORTING INFO
EXPENDITURES:				
10/1/2020	\$10,000	FY 20-21 Budget	\$10,000	
11/25/2020	(\$2,500)	T Kerr 50-50 Mural Project	\$7,500	
2/5/2021	(\$275)	50/50 wall prep	\$6,888	
5/4/2021	(\$340)	Portal Project supplies	\$6,520	
7/12/2021	(\$365)	7/15 MoM-sound svcs	\$6,268	
7/13/2021	(\$252)	7/15 MoM-TPD		
FOR ALLOCATED FUND EXPENDITURES FOR MoM - SEE THAT REPORT				
Pending Expenditures/Encumbrances				
5/26/2021	(\$1,000)	Portal Project	\$5,268	Motion - 6/9/2021
				5/26/21 - \$4000 cost of project noted with \$1K provided by R Zuniga
				6/23 - Minutes state \$3000 dedicated to Potters Alley. Motion read, "MOTION-Approve FY 21 Budget with emphasis on Music on Main
6/23/2021	(\$3,000)	Potters Alley Mural	\$2,268	funding Shaw/Duncan/Passed
6/9/2021	\$1,000	Music on Main		6/9 Minutes state under item B (Use of funds on FY 21 budget) that \$1000 has been allocated to MoM project but THERE WAS NO VOTE. 6/23 Minutes state that \$2885 remains in budget and that MoM is the target for these funds. MOTION-Approve FY 21 Budget with emphasis on Music on Main funding
6/23/2021	(\$2,268)	Music on Main	\$0	Shaw/Duncan/Passed
		released by Portal Project and		MOTION – To move \$500 of the \$1,000 previously allocated to the Portal Project to the Music on Main Concert Series. L. DUNCAN / M.
7/28/2021	\$500	earmarked for MoM Concerts	\$500	SHAW / UNANIMOUS
7/28/2021	(\$500)	allocated funds to Music on Main	\$0	see above - \$494.17 SPENT - \$5.83 REMAINING BALANCE



# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-C**

Review progress on the August Action Item Report

PUBLIC ARTS ADVISORY BOARD ACTION ITEM REPORT

DATE	ACTION ITEM	ASSIGNED TO:	DUE DATE:	NOTES:
July Meeting				
7/28/2021	Provide individual committee reports from Dr. Dickey Mural project, Potters Alley project, and Portal project for easier understanding by the board	Melanie Shaw	By 8/18/21 for inclusion in the 8/25/21 meeting packet	
7/28/2021	Develop a list of what is needed for a complete mural packet.	Richard Stone and Jan Harris	By 8/18/21 for inclusion in the 8/25/21 meeting packet	
7/28/2021	Set up a sponsor sheet for MoM concert sponsors	Jan Harris & Richard Stone		see update on sponsorship pkt - 8/25/21
7/28/2021	Research what is needed for TABC license for volunteers to sell tickets & check IDs for alcohol sale at MoM concerts.	Jan Harris	ASAP - communicate with Richard & Janetta	Done - 7/29/2021 - info found on TABC site & emails sent to MSAB & PAAB members for responses.
August Meeting				
8/25/2021	Get status of absences from Brent	Jan Harris & Brent Humphreys	before Sept. mtg	
8/25/2021	Send MLK Committee roster to Melanie	Jan Harris	before Sept mtg	done
8/25/2021	Invite Chamber to Portal Project ribbon cutting	Richard Stone	TBD	

PUBLIC ARTS ADVISORY BOARD ACTION ITEM REPORT

8/25/2021	Obtain schedule for painting portals from Melanie	Melanie Shaw	before Sept mtg	
8/25/2021	Develop a draft rendering of how the board envisions Potter's Alley should look and bring to board for approval	Nathan Gray & Melanie Shaw	before September meeting	
8/25/2021	put strips of tape showing the panels for artists' work in Potter's Alley for artists to view	Nathan Gray & Melanie Shaw	before September meeting	
8/25/2021	Develop a 2022 MoM concert schedule	Janetta & Committee	February 2022	
8/25/2021	Provide materials for an email vote to approve Joe Posada concert marketing packet	Brent Humphreys & Jan Harris	ASAP	Brent obtains the marketing packet and Jan will email out to the board and tally responses
8/25/2021	develop a sponsorship package	Brent Humphreys & Richard Stone	ASAP	
8/25/2021	Get a link to allow the board members to share social media posts	Jan Harris, Kendra Dubee & PAAB	when social media bits are relaeased	
8/25/2021	Authorize Kendra to push the MoM on FB	Jan Harris & Kendra Dubee	when social media bits are relaeased	done

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-D**

Review Meeting Attendance



# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-1**

Portal Project Progress Report

PUBLIC ARTS ADVISORY BOARD

Portal Project

No report submitted for the September 22, 2021 meeting packet.

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-2(a)**

Report on Sept. 16 Concert



PUBLIC ARTS ADVISORY BOARD

Music on Main Concert

No report submitted for the September 22, 2021 meeting packet.

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-2(b)**

Report on upcoming Music on Main Concerts

PUBLIC ARTS ADVISORY BOARD

Music on Main Concert

No report submitted for the September 22, 2021 meeting packet.

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-2(c)**

Review of Music on Main Concerts Budget

	A	B	C	D	E	F	G
1	<b>FUNDING ENTITY</b>	<b>GL ACCOUNT #</b>	<b>DATE</b>	<b>PAID TO</b>	<b>MEMO</b>	<b>DEBIT</b>	<b>BALANCE</b>
2							
3	PAAB	100-592-819					\$3,615.00
4			7/12/2021	Boss Radio	7/15 sound system	(\$365.00)	\$3,250.00
5			7/12/2021	CoT	7/15 TPD Security	(\$252)	\$2,998.00
6			8/9/2021	Janetta McCoy	7/15 band food	(\$71.06)	\$2,926.94
7			8/10/2021	Lance Stacy Pro Sound	8/19 stage lights	(\$150.00)	\$2,776.94
8			8/10/2021	Lance Stacy Pro Sound	9/16 Stage Lights	(\$150)	\$2,626.94
9			8/13/2021	Taylor Press	8/19 concert advert	(\$130.00)	\$2,496.94
10			8/13/2021	Evan Vincent	9/16 board operator	(\$200.00)	\$2,296.94
11			8/17/2021	Robt M Mann - Cactus Lee	8/19 Band	(\$500.00)	\$1,796.94
12			8/19/2021	William Bell - Spooky Juke	9/16 band	(\$200.00)	\$1,596.94
13			9/17/2021	CoT	9/16 security	(\$336.00)	\$1,260.94
14							
15							
16	<b>FUNDING ENTITY</b>	<b>GL ACCOUNT #</b>	<b>DATE</b>	<b>PAID TO</b>	<b>MEMO</b>	<b>DEBIT</b>	<b>BALANCE</b>
17							
18	MSAB	123-615-233					\$2,600.00
19			7/15/2021	Marshall Hood Band	7/15 concert	(\$500)	\$2,100.00
20			8/10/2021	Boss Radio	8/19 sound svcs	(\$465.50)	\$1,634.50
21			8/10/2021	CoT	8/19 TPD Security	(\$252.00)	\$1,382.50
22			8/10/2021	Evan Vincent	8/19 board operator	(\$200.00)	\$1,182.50

	A	B	C	D	E	F	G
23			8/10/2021	Chubby Knuckle	9/16 concert	(\$500)	\$682.50
24			8/10/2021	Boss Radio	9/16 sound svcs	(\$465.50)	\$217.00
25			8/13/2021	Taylor Press	7/15 concert advert	(\$130.00)	\$87.00
26			9/13/2021	Facebook	9/16 promotions	(\$25.00)	\$62.00
27							
28	<u>Bills Outstanding as of 9/14/2021:</u>						
29	Food costs for 8/19 and 9/16 concerts						
30	Advert fees for 9/16 concert - less \$25.00 billed by Facebook						
31							

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-2(d)**

Report on Marketing & Sponsorships for November Concert

PUBLIC ARTS ADVISORY BOARD

Music on Main Concert

No report submitted for the September 22, 2021 meeting packet.



# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-2(e)**

Music on Main T-shirts

PUBLIC ARTS ADVISORY BOARD

Music on Main Concert

No report submitted for the September 22, 2021 meeting packet.

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-3**

Cultural / Entertainment District Report

PUBLIC ARTS ADVISORY BOARD  
Cultural / Entertainment District

No report submitted for the September 22, 2021 meeting packet.

# **Public Arts Advisory Board**

September 22, 2021

## **Agenda Item III-E-4**

Public Arts Master Plan Workshop

Discuss possible dates for workshop

PUBLIC ARTS ADVISORY BOARD

Public Arts Master Plan Workshop

The Taylor Public Arts Master Plan Workshop will be led by Eric Lashley of Georgetown. The Workshop will be held in a meeting room at the Taylor Public Library. Staff will reserve the room once a date is established. The workshop should last around 6 hours with meals and snacks provided.

Staff is seeking a list of 2-3 dates from the PAAB to provide to Mr. Lashley which will be coordinated with his schedule.