

Kyle Arts & Cultural Commission
Notice of Regular Board Meeting

Notice is hereby given that a meeting of the Kyle Arts & Cultural Commission Advisory Board will be held on Thursday, May 18, 2023 at 7:00 PM at the Kyle Public Library, 550 Scott Street. The following subjects will be considered at the meeting and possible action may be taken in the manner indicated below.

Posted this 15th day of May, 2023 prior to 7pm.

Agenda

Call Meeting To Order

Citizen Comment Period with Arts & Cultural Commission

The Arts Commission welcomes comments from Citizens. Those wishing to speak are encouraged to sign in before the meeting begins. Speakers may be provided with an opportunity to speak during this time period on any agenda item or any other matter concerning Arts Commission business, and they must observe the three-minute time limit.

Consent Items

1. Approval of April 27, 2023 Arts & Cultural Commission Meeting Minutes. (Murray)

Continued Business

1. Chair Report. (Westbrook)
 - Resignation of Liz Chavez.
 - Process for replacing the open position on Arts & Cultural Commission.
 - Anniversary of Arts & Cultural Commission.
 - Budget Presentation to City Council and Staff at May 2023 Budget Worksession.
 - Address the 2023-2024 Budget in preparation of for City Council's Second Budget Worksession.
2. Cinco de Mayo Art Exhibit at City Hall for month of May 2023. (Westbrook)
3. QR Code for the April Art Reception and collection/storage of data.
4. Update on Asian American & Pacific Islander Heritage Month Celebration at Library on May 23rd. Sign up to be present. (Library Staff)
5. Re-visit details for Kyle Depot "Call to Artist" Painting Event now rescheduled for May 27, 2023. (Monroe)
 - Confirm sign up times
 - Hang art work at City Hall
 - Reception on June 16th

- People's choice award for painting
 - Postcards of winner
6. September Art Festival Update. (Monroe)
 - Update and details
 - Delegation of work
 7. Juneteenth Celebration - June 10th - 9 am - 2 pm
 - Sign up to be present

New Business

1. Discussion of Art in Kyle. (Westbrook)
 - East Side Round-About
 - Hartson City Square Park
 - Other Locations
 - Call for Artists - project focused on sculptures (3) placed in Kyle
2. Discussion of Art Boxes. (Pillifant)
 - Project/Program in other cities
 - Details and description
 - Potential placement
 - Feasibility and maintenance
3. "Land That I Love" tour for America's 250th birthday starting in 2026. (Westbrook)

Announcements, Informational Items and Next Meeting

1. City Council Meetings - City Hall – Council Chambers, 7pm (June 6th and June 20th).
2. 2nd Budget Work Session for the City of Kyle - July 8th, 2023 - 8 am @ City Hall.
3. Next Arts & Cultural Commission Meeting - June 15th, 2023.

NOTE: There may be a quorum of the City Council of Kyle, Texas present at the meeting who may participate in the discussion. No official action will be taken by the City Council member in attendance.



CITY OF KYLE, TEXAS

Approval of April 27, 2023 Minutes

Meeting Date: 5/18/2023

Date time:7:00 PM

Subject/Recommendation: Approval of April 27, 2023 Arts & Cultural Commission Meeting Minutes. (Murray)

Other Information:

Legal Notes:

Budget Information:

ATTACHMENTS:

Description

- Draft Arts & Cultural Meeting Minutes 4/27/23

Draft Kyle Arts and Cultural Commission

Minutes of Meeting held on April 27, 2023

The regularly scheduled meeting of the City of Kyle Arts and Cultural Commission was held on the third Thursday, April 27, 2023 in the Library Conference Meeting Room at 550 Scott Street, Kyle, TX

Board Members Present: Vanessa Westbrook, Tera Monroe, Stephanie Murray, Melanie Atkins, Vicky Phrydas, Colleen Tierney, and Michael Kaufmann-Lynch.

Late: Brooke Pillifant, Liz Chavez.

Public Comments: No public comments were made.

Call to Order: The meeting was called to order by Vanessa Westbrook at 7:00 pm.

Consent items: Minutes were reviewed. Minutes of the March 16, 2023 meeting were approved unanimously.

Continued Business

Chair Report:

- Vanessa Westbrook and Colleen Tierney discussed with the City facilities department how to move forward with the Papa Jack's wall repurposing project. An analysis was conducted, but the wall was demolished without notice to the Arts and Cultural Commission. No further action will be taken on this project.
- Councilman Tobias requested that each board or commission give an update to the City Council regarding the status of their work. No questions were posed, but the Arts and Cultural Commission was commended on the growing presence of art in the City of Kyle.
- The Kyle City Council is beginning to conduct budget meetings which address the 2023-2024 budget. The Arts and Cultural Commission was instructed to prepare projects to discuss at the April meeting. The Arts and Cultural Commission was also informed that the group email has been discontinued to stay in compliance with the Open Meetings Act. Commissioners were informed about the proper way to contact each other.

The Train Depot Painting Event was discussed by Tera Monroe. Supplies were ordered and are being stored at the Library. The Hays County Historical Commission is taking care of food while the Arts and Cultural Commission is taking care of drinks. Monroe requested a "secure your spot" sign up in order to ensure participation which Liz Chavez will create. Commissioners are requested to arrive at nine in the morning on May 13, 2023 to help with set up. A QR code that will lead to a voting page is also being created for the contest portion of the event.

Liz Chavez discussed the Cinco De Mayo event taking place at City Hall. Anna Boline's art will be spotlighted. Her artist biography and the historical importance of the pieces has been written. The Arts and Cultural Commission decided that a reception will not take place. Artwork for the Cinco De Mayo event will be put up on April 28, 2023 and the artist will be introduced to the public at the next City Council meeting.

Liz Chavez also discussed the April Art Reception collection/storage of data. Three pages of artist biographies are on the website and can be updated as needed. The Google form to sign up for the database will be updated to include a clause stating that anyone who signs up will have their information on the Arts and Cultural Commission's website. The artist sign up flier was placed at popular destinations around the City of Kyle.

Brooke Pillifant provided an update on the Artist Reception which took place in April. Forty people attended the event and twenty signed up for the artist database. The event did come in under budget which allows for more room in other projects. Pillifant suggested having a quarterly artist gathering in a local restaurant in order to connect with the artist community more often. The meetings would include an info session about the current and future plans of the Arts and Cultural Commission. Pillifant will put together a small budget for a meeting in July, October, and January using funds from the community theater project.

Tera Monroe discussed the Art Festival project. Tierney will go before the City Council on May 16, 2023 and request for police officers to be present at the event. Monroe will put together a list of roles for the art festival and commissioners will select their desired role.

New Business

Vanessa Westbrook discussed Asian American and Pacific Islander Heritage Month. A local restaurant was selected to provide food for the event. 44 egg rolls, 15 st dumplings were agreed upon. The Lo Mein dish will be replaced with sponge cakes from a Phillipino food truck. The total will be \$399.95 and delivery will be free. The event will be in conjunction with the Kyle Library's Moana movie viewing.

Vanessa Westbrook discussed inviting a professional dance company to perform at the Juneteenth event in 2023. Nia's Daughters Movement is a non-profit organization from Houston that uses proceeds from their events to help the underserved youth of Houston. Their charge is \$4000 including travel. Their dance company consists of 8 dancers and their set will be 30-45 minutes long. An acapella group, General Granger reenactment, and a Grammy award winning saxophonist have been secured for free. The Arts and Cultural Commission unanimously approved the \$4000 budget.

The Arts and Cultural Commission reviewed the 2022-2023 budget and made adjustments. \$4000 was allotted for the Juneteenth celebration, \$500 for Hispanic Heritage Month, +\$10,000 for the Arts Festival, and \$3000 for the art box project. The money for these

events came from the Community Theatre Event which was pushed back to the Spring of 2024.

Brooke Pillifant discussed the Art Box project. Three locations will be selected for this fiscal year and all commissioners were instructed to pick a location and bring a picture to the next meeting. Pillifant will do more research and have logistics for the project by the next meeting.

Vanessa Westbrook discussed the 2023-2024 proposed budget. Six projects were sent to Westbrook prior to the April meeting which include an MLK Celebration, Art Blast, Founder's Day Oratorical Event, Public Art Pieces, Founder's Day Parade Prizes, Community Theatre Event, and Art Boxes. Since there are still projects being sent to the Chair, the total for the 2023-2024 budget is not yet finalized. The budget discussion will be continued at the next meeting.

Vanessa Westbrook discussed doing a call for artists before the end of the fiscal year in order to purchase a sculpture for the City of Kyle. Several artists on the database are sculptors. The call for artists will happen during the summer and \$25,000 is included in the budget for this project.

Vanessa Westbrook also discussed putting all future projects and events in the Texas Highway magazine. All listings are free and they are currently accepting events for September and October. The commission also discussed submitting an advertisement in the Community Impact newspaper for the Arts Festival.

Vanessa Westbrook made several announcements about events going on in Kyle/Hays County.

Motion to adjourn made by Vicky Phrydas and was seconded by Liz Chavez. Meeting adjourned at 8:48 pm.

The next meeting will be held on May 18, 2023.

Vanessa Westbrook, Chairperson

Stephanie Murray, Secretary



CITY OF KYLE, TEXAS

Chair Report

Meeting Date: 5/18/2023

Date time:7:00 PM

Subject/Recommendation: Chair Report. (Westbrook)

- Resignation of Liz Chavez.
- Process for replacing the open position on Arts & Cultural Commission.
- Anniversary of Arts & Cultural Commission.
- Budget Presentation to City Council and Staff at May 2023 Budget Worksession.
- Address the 2023-2024 Budget in preparation of for City Council's Second Budget Worksession.

Other Information:

Legal Notes:

Budget Information:

ATTACHMENTS:

Description

- Proposed Arts & Cultural Budget 23-24
- Resignation Letter - Liz Chavez

ABOUT THIS TEMPLATE

Use this Event Budget workbook to track Expenses incurred on and Income earned from an event.

Fill in Event Name and enter details in tables in Expenses worksheet and Income worksheet.

Total Expenses and Total Income are auto calculated.

Profit & Loss Summary and Chart are auto updated in Profit-Loss Summary worksheet.

Note:

Additional instructions have been provided in column A in each worksheet. This text has been intentionally hidden. To view this text, select column A, then select DELETE.

To learn more about tables, press SHIFT and then F10 within a table, select the TABLE option, and then select ALTERNATE TEXT

Budget

2023 - 2024 Arts and Cultur

EXPENSES

TOTAL EXPENSES			Estimated	Actual
			\$15,000.00	\$0.00

Art Activities/Events	Estimated	Actual
Art Blast - Edu prog. for h.s. students	\$4,000.00	
Art Pieces Around the City	\$30,000.00	
Art Exhibition in Kyle Public Places	\$800.00	
Kyle Quilt Show Endorsement	\$0.00	
Total	\$34,800.00	\$0.00

Theatre Events	Estimated	Actual
Community Theatre at the Ampitheatre	\$5,000.00	
Musical event at Ampitheatre	\$1,000.00	
Total	\$6,000.00	\$0.00

Cultural Activities/Events	Estimated	Actual
Founders' Day Float Contest	\$200.00	
Cultural Awareness Activities/Events	\$15,000.00	

Activity/Event	Estimated	Actual
Total	\$0.00	\$0.00

Total	\$15,200.00	\$0.00
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Rhetorical Activities/Events	Estimated	Actual
Kyle MLK Celebration	\$1,000.00	
Kyle Citywide Founders' Day Student Oratorical Contest	\$3,000.00	
Total	\$4,000.00	\$0.00

Activity/Event	Estimated	Actual
Total	\$0.00	\$0.00

Grand Total \$60,000.00

Budget

2023 - 2024 Arts and Cultural Commission

INCOME

TOTAL INCOME					Estimated	Actual
					\$1,936.00	\$1,831.00

ADMISSIONS

Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income
300	278	Adults @	\$5.00	\$1,500.00	\$1,390.00
197	195	Children @	\$2.00	\$394.00	\$390.00
42	51	Other @	\$1.00	\$42.00	\$51.00
Total				\$1,936.00	\$1,831.00

ADS IN PROGRAM

Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income
12		Covers @		\$0.00	\$0.00
	158	Half-pages @		\$0.00	\$0.00
4		Quarter-pages @		\$0.00	\$0.00
Total				\$0.00	\$0.00

EXHIBITORS/VENDORS

Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income
23		Large booths @		\$0.00	\$0.00
354		Med. booths @		\$0.00	\$0.00
56		Small booths @		\$0.00	\$0.00
Total				\$0.00	\$0.00

SALE OF ITEMS

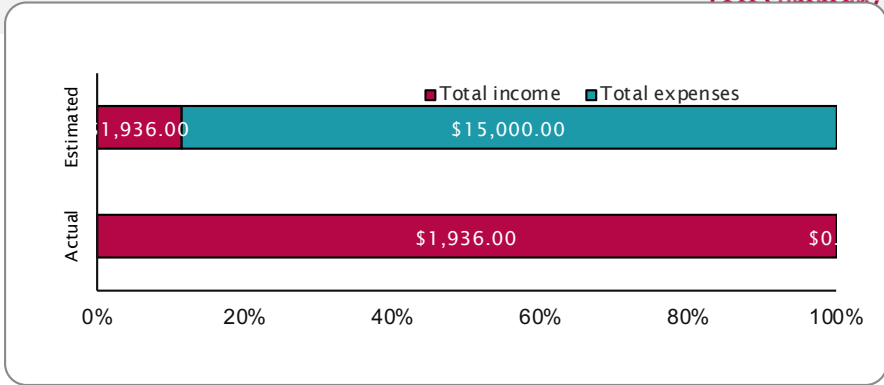
Estimated No.	Actual No.	Type	Price	Estimated Income	Actual Income
		Items @		\$0.00	\$0.00
123		Items @		\$0.00	\$0.00
		Items @		\$0.00	\$0.00
13		Items @		\$0.00	\$0.00
Total				\$0.00	\$0.00

Budget

2023 - 2024 Arts and Cultural Commission

PROFIT

	Estimated	Actual
Total income	\$1,936.00	\$1,936.00
Total expenses	\$15,000.00	\$0.00
Total profit (or loss)	(\$13,064.00)	\$1,936.00



Liz Chavez
512.740.3872
Liz.512.chavez@gmail.com

To whom it may concern,

I'm writing to inform you of my resignation from my position as a member of the City of Kyle Arts and Cultural Commission. The reason why I am resigning is because I am no longer a resident of the City of Kyle as I have moved to Austin with my fiancé. My last day with the Arts and Cultural Commission is May 9, 2023.

I apologize for the inconvenience this may cause, and I thank you for the opportunity. It's been such a pleasure to assist with starting the Commission and I am very grateful to have been a part of the City of Kyle's history. A special thank you to Councilmember Tobias who supported my appointment. I'm happy to assist the commission by supporting upcoming events such as the Kyle Train Depot art event since I am receiving the RSVPs.

I wish the Arts and Cultural Commission the best and I look forward to seeing the contributions the organization will make on the City of Kyle.

Sincerely,

Liz Chavez