



Regular Meeting of the Municipal Commission on Arts & Letters  
City of University City  
Thursday, June 14, 2018

**Members Present:**

Garrie Burr, Fred Fehr, Richard Massey, Marian Reed, Lauren Masterson Rodriguez, Barbara Santoro, Bwayne Smotherson, Winnie Sullivan, Wilmetta Toliver-Diallo, Kay Watts

**Members Excused:**

Carol Jackson, Barbara Santoro

The meeting was called to order at 7:02pm by President Garrie Burr.

**April Minutes:** No changes. Kay Watts moved to approve the minutes; Marian Reed seconded. The minutes were approved.

**May Minutes:** Please add Marian Reed and Richard Massey to the members excused. Kay Watts moved to approve the meeting minutes; Fred Fehr seconded. The minutes were approved.

**No Citizen Comments.**

**Treasurer's Report:** Ms. Sullivan presented the June summary. \$85 was returned from Movies in the Parks petty fund concessions but had not been deposited and was not reflected in the report. Ms. Sullivan kept that out in case it was used for concessions. With developments since that time, it will be deposited. Balance is \$10,936.77

Levy Fund deposits were in the form of interest. Ms. Sullivan asked that we look at this carefully.

Starlight Fund: The debits against the account were partial payments for four artists including Jason Alexander (\$500), Cheryl Brown (825), half of the total amount for Profound Sounds (\$4419). Profound Sounds would like the balance of the payments (about \$400 each concert) over the remaining concerts. This account accumulated \$8 in service charges.

Total amount for all three accounts is \$39,000+

Fred Fehr moved to approve the Treasurer's June report; it was seconded by Richard Massey. Motion carried.

Ms. Sullivan reviewed the May report for approval. Fred Fehr moved to approve the Treasurer's May report; it was seconded by Kay Watts. Motion carried.

Ms. Sullivan talked about the outstanding check for Tiffany L for \$600. We have made two more payments. Sound person also paid. We have \$2000 left in the Starlight account. She presented three options to make it through the concert series: 1) We will need to transfer balances to cover expenses through general fund. 2) We need to seek our reimbursement from the City as soon as possible. 3) We have to write our final report for RAC in order to get our \$2600.

Ms. Sullivan then updated the Commission on the current RAC grant application. We will not receive funding for the 2018-19 year. We had received money the last two years. Our initial rating 3-4. In the citizen comments, it was noted that our commission had a lack of diversity in our programming, commissioners, and funding sources. This year, no one would get funding based on 3- or less. Our takeaway is that we have to be mindful of our budget.

**Staff Liaison Report:** Arts & Letters will meet at Centennial Commons in July. The request to change the meeting facility had been approved by Councilman Smotherson.

**Council Liaison Report:** There is going to be a discussion by the Council to address the University City logo. None of the council members have the current logo. That will come to the Arts & Letters Commission. The sculpture garden demolition was approved.

### **Committee Reports:**

- **Calendar Art:** Mr. Fehr spoke with Rod Milam who wanted hands on input on his photo submissions. He will submit the photos however but he wants to assure that the artistic quality will not be diminished by having them cropped improperly. Mr. Milam will put together a collage for the front. Commissioners will pick the photos at the July meeting.
- **Finance:** Committee did not meet. The committee will confer about grant possibilities before the July meeting.
- **Literary:** We received another estimate for the Raining Poetry project. Fast Signs had an estimate for \$600. The committee is reluctant to commit to any large expense until we figure out Starlight expenses.
- **Marketing:** Ms. Rodriguez asked the commissioners if they had questions about the marketing grid presented at the May meeting. She asked that as we work on events, we refer to the grid, which included a comprehensive timeline. Ms. Rodriguez would like to get approval for a snapchat account. Mr. Burr will seek approval from the City Manager. Ms. Rodriguez feels that snapchat and snapchat filters would be helpful for grant applications – it would give the Commission a presence and branding. The committee needs additional information from Starlight to promote the series (which has begun). The committee has not received band biographies or links to webpages or YouTube to get the information out for each concert. Marketing would like to make a Facebook event for each band but they need a photo to do so. The committee is planning to work with other arts organizations in the region to promote each other events and to create a mutual calendar.
- **Movies:** Ms. Diallo is planning for movies for 2019-20 because of some issues with coordination and money. The dates for next year's series were sent to Ms. Euell-Taylor for park reservation.
- **Public Art:** Frank Ollendorff of the Levy Foundation liked the change in the collaboration proposal. He wants students to participate in the working of University City. The changes were sent to Liz Kramer of Washington University who sent requests for class proposals to the faculty of Sam Fox.
- **Returning Artist:** Ms. Watts is waiting to hear from the school district regarding the dates for October.
- **Starlight Concerts:** Mr. Massey said that the first show had a good turnout. People heard from word of mouth. The Director of RAC called Mr. Massey and talked about the grant who asked that he think about how Starlight is promoting the concerts. He also suggested that we ask Loop businesses to help support the series. He mentioned food trucks would be a great money maker we charged them a fee. The committee needs to work on a timeline and work more in advance to help marketing successfully market the series. Starlight would like to return to having contracts in October. There was a discussion of getting alumni to support the series. Mr. Burr mentioned that other municipalities with concert series only did six concerts in the summer; we might be too ambitious. At the July meeting, the committee is asked to present a plan of action. Ms. Rodriguez and Ms. Jackson will look into food trucks for concerts. For the June 16 concert, Arts & Letters will sell concession.

### **New Business**

June 21-23 needs Arts & Letters Commission to work the events. The website has all of the possibilities. IF you are interested, send to Garrie.

Judy Prange has selected the bench for Olive. The bench will be on display the first part of September at Centennial Commons.

### **Old Business**

Mannequins in the Loop was a great event. Twenty four mannequins were done by five different classes of the high school. One of the students was given \$1000 scholarship to UMKC. Audience favorite was someone from the high school (no name given). That committee would like to have 100 mannequins last year.

**Announcement:** None

**Adjournment:** The meeting was adjourned at 8:21pm.