



Regular Meeting of the Municipal Commission on Arts & Letters  
City of University City  
October 13, 2016

**Members Present:**

Garrie Burr, Melcine Henderson, Lawanda Hinton, Richard Massey, Barbara Santoro, Winnie Sullivan, Nicole Thomas, Wilmetta Toliver-Diallo, Kay Watts

**Excused:** Fred Fehr, Felicia Hickman, Marian Reed, Stephanie Schlaifer, Myra Vandersall

**Staff Liaison:** Lynda Euell-Taylor

**Council Liaison:** Bwayne Smotherson

The meeting was called to order at 7:03 by president, Garrie Burr.

**Minutes** from September 8, 2016. Kay Watts moved approval, Winnie Sullivan seconded; they were approved with change to financial report.

**Citizen Comments:** None

**Treasurer's Report:** 1) Winnie Sullivan presented the financial summary of activity for September. 2) She will open a new account with the RAC reimbursement for Starlight Concerts. Melcine Henderson moved approval and Barbara Santoro seconded; the report was approved. 3) New expenditure request forms were distributed to be used for all monetary requests.

**Staff Liaison Report:** Public Works Department will install sign holders in Lewis Park and, possibly, all parks with historical information inserted in each. Volunteer cars and donations of candy are needed for Trunk or Treat; many kids are expected.

**Council Liaison Report:** No report. Bwayne Smotherson asked for confirmation of when sculptures on the Midland/Olive lot will be removed; they are expected to remain until plans are firm for the property.

**Committee Reports**

- Finance – 1) The committee met and reviewed terms for the Levy funds, and now recommends accepting the terms and adding them to our financial policies. A formal “adoption” of the terms will be made when Levy family representative(s) are able to attend. 2) Winnie Sullivan will meet with Kay Watts and apply for a MAC grant to help fund Returning Artist program. 3) The year-end financial report was presented by the treasurer.
- Marketing – Garrie Burr has sent a general statement of our activities to the staff liaison for inclusion in ROARS. Photos from Lit in the Lou should be sent to Myra Vandersall or Garrie for display on our Facebook page. An application has been submitted for the Washington University Social Work Practicum course; winners will be notified by January.
- Photo Show – Garrie reported (in the absence of Fred Fehr and Marian Reed) that the UCSD has approved our request that all submissions for the next show be from students. The committee will get information to the schools and to Myra for the brochure.
- Literary – Winnie announced that Patricia McKissack is the winner of the Tradition of Literary Excellence award. The St. Louis Youth Poet Laureate will be named at the Gala on October 21. Volunteers are needed for Gala, Saturday's events, and the Pub Crawl. Funds are still needed and additional vendor space is available. Thanks to Myra and Lynda Euell-Taylor for publicity.
- Policies & Procedures – Kay needs procedures documents from each committee chair for inclusion in the Manual.
- Public Art – Garrie reported that the committee met with Noah Kirby and Liz Kramer to discuss changes for next year's project. More precise information will be presented at the November meeting.
- Returning Artist – Kay reported that plans are moving forward; UCHS staff is working on scheduling.
- Starlight Concerts – Melcine reported that dates will soon be set and performances arranged.

**Old Business:** 1) Wilmetta Toliver-Diallo presented the Nominating Committee's slate: President, Garrie Burr; Vice President, Kay Watts; Treasurer, Winnie Sullivan; Secretary, Barbara Santoro. Nominations from the floor were invited; none were made. Officers will be elected in November. 2) There will be a sign-up sheet in November for the holiday party.

**New Business:** No new business

**Other Business:** 1) Nicole Thomas announced Kids Expo at the North County Recreation Center Gym. 2) Garrie reported that the U. City in Bloom Plein Air event was a success. They are interested in partnering with Arts & Letters on other events. 3) Winnie announced that 22 redesigned classic book covers will be displayed at Jackson Park School during the Lit in the Lou youth events. The entire collection is being displayed currently at the WU Olin Library. 4) Melcine extended thanks for volunteer help at Starlight Concerts this summer during her recovery and to Bwayne for driving her to the hospital for surgery.

**Adjournment** – The meeting was adjourned at 8:07 p.m.