



Regular Meeting of the Municipal Commission on Arts & Letters  
City of University City  
May 14, 2015

**Members Present:**

Garrie Burr, Melcine Henderson, Marian Reed, Barbara Romero, Barbara Santoro, Stephanie Schlaifer, Bwayne Smotherson, Winnie Sullivan, Nicole Thomas, Myra Vandersall, Joy Wade, Kay Watts

**Excused:** Fred Fehr, Brad Heinemann

Staff Liaison,: Lynda Euell-Taylor

Council Liaison: Shelley Welsch

The meeting was called to order at 7:04 by chair, Melcine Henderson. A quorum was present and no changes requested to agenda.

Minutes from March 12, 2015: Ms. Watts moved approval, Ms. Vandersall seconded; unanimous approval with Treasurer's words added by Ms. Euell-Taylor

**Citizen Comments:** None

**Treasurers Report**

Ms. Sullivan distributed and explained copies of the Financial Summary. Mr. Burr moved approval, Ms. Reed seconded; unanimous approval

**Staff Liaison Report**

Ms. Euell-Taylor will order badges for new members and replacements as needed; digital signage is 98% complete and functional.

**Council Liaison Report**

Ms. Welsch reported that a new commissioner has been appointed and will be sworn in at the next Council meeting. The Make-a-Difference celebration was held, Taste of U. City was a great success, Kids to Parks Day will be held on May 16 and the Memorial Day Run on May 25.

**Committee Reports**

- Community Visuals – Mr. Burr reported that the opening reception went well; all projects are up and in good shape. The first meeting for the 2016 (30<sup>th</sup> anniversary) show has been held. Sam Fox representatives will propose three themes; we will vote for one at the July meeting. Suggestions from the Commission should be sent to Ms. Euell-Taylor and should not be too broad in scope.
- Marketing – Mr. Burr reported that the website and Commons showcase are up-to-date with a corrected roster and information about our programs, Paypal is being prepared, A&L brochures are ready and available at Commons, City Hall, library and will be at Fair U. City. Ms. Vandersall will link program info on her Facebook page and we are asked to share.
- Photo Show – Ms. Romero will try to meet with U. City in Bloom and provide updated information, rules, and deadlines at June meeting ; it will be shared on our website and in other venues.
- Starlight Concerts – Ms. Henderson reported that contracts are signed. There is some confusion with performances at Fair U. City; first Starlight Concert will be on June 8 and appropriate security levels will be maintained. Volunteers for selling raffle tickets are needed from 6:30-7:15 on concert evenings. Ms. Smotherson will adapt stage for Jazz Edge's needs; Ms. Euell-Taylor will alert Ewald.

**Old Business**

- Ms. Sullivan is applying for a RAC grant for a special Saturday Starlight Concert; the deadline is May 20. She will apply for MO Arts Council for strategic monthly grants as well.
- The by-laws committee has met and is providing a draft with added content. Please read thoroughly and prepare to discuss and to bring questions to June meeting. We will make a decision at that time in order to present to the City by August. One ordinance change (revision is the deletion as shown) necessitates a resolution to be presented to Council for approval: *(2.30.050 Authority: Duties) A. The municipal commission on arts and letters shall have the authority ~~and duty~~ to solicit gifts of art on behalf of the city and to encourage public-spirited citizens to contribute funds, as well as permanent works of arts, to the city and thereby help to beautify the city and the public buildings and grounds situated therein.*

- Fair U. City participation: We will provide Arts & Letters brochures, information about Movies in the Park, and maps to sculptures at the City table. Ms. Thomas is willing to work with children, if we wish. Ms. Henderson will contact DeAun Blumberg and let Ms. Thomas know if there is a place for our participation; Commission consensus is agreement with this plan.
- Updated copies of Robert's Rules of Order will be provided. At the next meeting , we will discuss having a session on the Rules.
- Ms. Watts requests submission of possible names for Returning Artist; requirements are graduation from UCHS and making a living through the arts

### **New Business**

Mr. Burr attended the Accidental Arts Administrator program sponsored by RAC. He encourages us to attend future offerings when possible. Ms. Euell-Taylor has copies of "Guide to Board Duties and Liabilities" to distribute to commissioners. The presenting organization, Volunteer Lawyers & Accountants for the Arts (VLAA) also offers free brief workshops that may be tailored on a variety of topics; we may want to consider requesting this service. VLAA will also provide volunteers for arts events.

### **Other Business**

Ms. Henderson will add discussion of possible programming for youth to a future agenda.

Ms. Sullivan has provided reimbursement forms to be left with Ms. Euell-Taylor for our use.

Mr. Burr gave summer Movies in the Park schedule as follows: 6/15 "Red Tales"; 7/11 "Belle"; 8/8 "Big Hero Six" More info is to come.

### **Adjournment**

The meeting was adjourned at 8:20 p.m.