

Minutes of the Bellaire Cultural Arts Board (BCAB) Meeting

June 10, 2015

Meeting Called to order at 6:30pm by Chair Terry Leavitt-Chavez with a quorum.

Board members present: Terry Leavitt-Chavez, Andy Williamson, Jacquelyn Quick, and Lisa Risoli.

Others present: Gus Pappas, City Council Liaison and Diane White, Assistant City Manager, Staff Liaison

Board members absent: Stephanie Goldfield, Jennifer Hawes and Jill Patir

II. Action Item:

Adoption of Minutes

Last month's minutes were approved (proposed by Lisa Risoli and seconded by Andy Williamson).

III. Forum For Comments:

- None.

IV. Business Items:

A. DISCUSSION AND POSSIBLE CONSIDERATION ON

- **Utility boxes;** Chair - Terry Leavitt-Chavez requested a volunteer (Jacquelyn Quick) read out-loud to members present the "working draft" of the utility box beautification document so that we could make final changes. The document was marked and Terry Leavitt-Chavez committed to make the changes and submit the document to Diane White. Key dates are i) January 15th 2016, when completed applications must be submitted to BCAB, ii) April 22nd 2016, by which date artists will be notified of their selection for the project and iii) May 16th 2016, the planned completion date of the work. Diane White and Gus Pappas will take the document provided by Terry Leavitt-Chavez through the appropriate channels (legal and city manager) before one last review at the July BCAB meeting. It will then be submitted to City Council for formal approval.
- **Metro Bus Shelters;** Chair - Terry Leavitt-Chavez asked that we roll this forward to the July meeting when we should obtain a map of all Metro bus shelters in Bellaire (Diane White will obtain).
- **BCAB attendance and Board terms;** Chair - Terry Leavitt-Chavez requested that members please make a strong attempt to attend all meetings [as we had failed to make a quorum for the May meeting]. New members are currently being considered.
- **Artist Data-Base / Registry;** Diane White gave members an on-screen preview of the artists' registry she had constructed to be incorporated into the Bellaire City web-site. She asked that members of the committee complete a draft in their own name to test it and see if there were any other

fields required or any improvements to be made. She will advise us of the location when available.

- **Spin-Art Volunteers;** Terry Leavitt-Chavez requested that BCAB members try and assist at the July 4th spin art table (for kids). Terry, Jacquelyn and Andy are available.

V. New Business / July Agenda Items

Terry Leavitt-Chavez requested that BCAB members try and assist with the "fence art" happening at the Evelyn's Park ground-breaking ceremony on June 18th. Members will be on-hand to assist. All attending members agreed.

Terry Leavitt-Chavez raised the topic of "Banners on Bellaire" as part of the Beautification project. We should be prepared to discuss next month.

Jacquelyn Quick raised the question of new city logo design. To what extent is CAB involved? She has a contact who has offered to assist in ideas. In this context Diane White also mentioned a resource "designcrowd.com" who might be a handy (and cheap) help with this.

VI. Comments from Board Members

VII. Adjournment - Call to close (Gus Pappas), motion seconded (Terry Leavitt-Chavez). Meeting adjourned at 8:25pm.