

Minutes of the Bellaire Cultural Arts Board (BCAB) Meeting

August 9, 2017

I. Action Item:

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

Board members present: Terry Leavitt-Chavez, **Jeanne Parker**, Jacquelyn Quick, Diane Roberts and Sneha Bhavsar

Others present: Diane White, Asst. City Manager, Michael Fife, City Council Liaison

Board members absent: Andrew Williamson, Shampa Mukerji

II. Action Item:

Adoption of Minutes. Minutes dated June 14, 2017 were approved.

III. Forum for Public Comments:

No one present.

IV. Business Items:

DISCUSSION AND POSSIBLE CONSIDERATION ON

- **A. Oath of Office and Introduction of new Board Member**, Jeanne Parker.
- **B. Elect Board Officers** - Terry Leavitt_Chavez asked for volunteers to fill board positions. After discussion, a motion was proposed by Jacquelyn Quick, seconded by Diane Roberts and unanimously approved by the Board to confirm Terry Leavitt_Chavez as Chair; Andy Williamson Vice Chair; Sneha Bhavsar Secretary and Jacquelyn Quick Assistant Secretary.
- **C. Utility Boxes** – The Board reviewed a mock up of bougainvillea themed utility box for First St. and Bellaire. The Board liked the idea of bougainvillea with wildflowers and various insects and agreed that the artist will determine size and density of the flora. **A motion was proposed by Jacquelyn Quick, seconded by Sneha Bhavsar and unanimously approved by the Board to move forward with the artist's mock-up of the utility box on First and Bellaire.**
- **D. Banners** – To be discussed at the next BCAB meeting.
- **E. 9/11 Steel** – Diane White reported the establishment of a stakeholders group with Andy Williamson as our BCAB representative. The Board brainstormed some ideas of how to present this steel by mentioning the downtown Houston reflection area with 9/11 steel and fountain, as well as the Lauren Memorial Garden. Diane White will get pictures of the City of Bellaire's steel.
- **F. International Festival** – Diane White reported that funding for 'International Nights' was not included in the budget. The BCAB had requested \$5000. A suggestion was made for it to coincide with Public Safety

Day, which has been removed by Council, but may be added back in. Board members suggested partnering with Movies in the Park and/or Bands in the Park to present an International Movie or International Band for one or more of their events. An International themed event could include arts and crafts. Sneha Bhavsar will put together a list of Houston Consulate Offices to get an idea of which countries to highlight. **The Board proposed to invite Cheryl Bright and Patrons for Bellaire Parks at the next BCAB meeting to discuss establishing a partnership.**

- **G. Events** - DIVE-IN Movie to take place on Thursday, August 8, 2017. Jacquelyn Quick will be offering face painting at the event starting at 7.30p. Terry Leavitt_Chavez will be there to assist. Diane White and Jacquelyn Quick will bring supplies.

V. New Business / September Agenda Items

- no new business

VI. Comments from Board Members

VII. Adjournment - Motion to close (Jacquelyn Quick), seconded (Sneha Bhavsar) and approved unanimously. Meeting adjourned at 7:30pm.

Respectfully Submitted,

Sneha Bhavsar

Next Meeting: September 13, 2017