

## Minutes of the Bellaire Cultural Arts Board (BCAB) Meeting

November 8, 2017

### I. Action Item:

Meeting called to order at 6:32p by Terry Leavitt-Chavez with a quorum.

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

**Others present:** Diane White, Asst. City Manager

**Board members absent:** Shampa Mukerji

### II. Action Item:

**Adoption of Minutes.** Minutes dated Oct 11, 2017 were approved (motion proposed by Sneha Bhavsar, seconded by Diane Roberts and approved by the Board unanimously).

### III. Forum for Public Comments:

Robert stated the name of a cartographer, Tiffany Chau, as an artist CAB should look into. Requested more discussion on art, not dollars.

### IV. Business Items:

#### DISCUSSION AND POSSIBLE CONSIDERATION ON

- Ø **A. State of the City Annual Report Preparation** – Report is due in January. Terry Leavitt-Chavez will prepare write up for CAB to look over.
- Ø **B. Proposal for International themed Night** - Cheryl Bright talked to Patrons about the proposal from CAB to be presented at the January meeting. Sneha Bhavsar will present a draft proposal to CAB at the Dec meeting. Jacquelyn Quick suggested pulling together resources from Condit, Pin Oak, Bellaire HS, Horn for International Night help and booth themes. CAB members proposed that if the event falls during a holiday next year, we can do a country specific holiday theme, i.e. if during Feb, theme can be country specific Expressions of Love. The CAB proposal should include Food Trucks (multiple), Cheryl Bright usually takes care of these types of permits.
- Ø **C. Events** – Terry Leavitt-Chavez discussed **Evelyn's Park Art Event** on Nov. 18<sup>th</sup>, 10a – 12p. CAB members volunteering should be there by 9a to help set up popsicle stick turkey craft. **Holiday in the Park** will take place on **Nov. 30<sup>th</sup>**. Terry Leavitt-Chavez will fill out required application for the CAB ornaments table. Generally the CAB table is on the L-side of the stage, CAB members are asked to be at the event at 5.30p.
- Ø **D. World Trade Center Steel** – Diane White stated that Steel will be donated Monday night. Diane White will send scope of services to CAB members via email. Houston SW Rotary Club has donated seed money, \$7,500, to start a design plan. Stakeholders are not involved yet, this is a preliminary plan.

## V. New Business / December Agenda Items

A. Terry Leavitt-Chavez stated Utility Box at First and Bellaire has a base coat applied, she will follow up with the artist for a completion deadline. Still looking for seed money to repair Evelyn's Park damaged box.

B. Andy Williamson proposed that CAB work to establish a seating station near the Library Book Box in the park. Andy also discussed creating an Art Station Box that would display/showcase local artist works or kid's art work. Diane Roberts suggested displaying Bellaire HS student work, Jacquelyn Quick suggested showcasing art contest winners from Recycle Fest. Andy Williamson would like to discuss this item again in the future.

## VI. Comments from Board Members

VII. Adjournment - Motion to adjourn (Jacquelyn Quick), seconded (Diane Roberts) and approved unanimously. Meeting adjourned at 7:25pm.

Respectfully Submitted,

Sneha Bhavsar

Next Meeting: December 13, 2017