
AGENDA

Public Arts Advisory Board Regular Meeting
5:00 PM; Wednesday, April 26, 2023
City Hall Conference Room

- I. CALL TO ORDER AND DECLARE A QUORUM – Chairman Stone
- II. PUBLIC COMMENT
- III. REVIEW / DISCUSS AND CONSIDER ACTION ON THE FOLLOWING:
 - A. Approve the Minutes from the Public Arts Advisory Board meeting from February 22, 2023 – Chairman Stone
 - B. Receive and approve the financial report for April 2023 – Jan Harris
- IV. NEW BUSINESS:
 - A. None
- V. CONTINUING BUSINESS:
 - A. Portal Project:
 - 1. Receive report detailing progress made with the painting of the portals – Cayla Cardiff
 - B. Music on Main Concert Series
 - 1. Receive the most recent Committee report – Brian Richie/Nathan Gray
 - 2. Receive updated report on fundraising for the 2023 season – Richard Stone
 - C. Potter's Alley Mural Project:
 - 1. Update on Potters Alley entrance sign
 - D. Items for the May 24, 2023 meeting agenda

VI. ADJOURN

The Board or Commission may vote and/or act upon each of the items listed in this Agenda. The Board or Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act. I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 5:00 am on April 21, 2023 and remained posted for at least 72 continuous hours before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.


Jan Harris, Main Street Manager


Date

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item III-A

Approve the Minutes from the Public Arts Advisory Board meeting from
February 22, 2023

MINUTES

Public Arts Advisory Board Regular Meeting
5:00 PM; Wednesday, February 22, 2023
City Hall Conference Room

MEMBERS PRESENT: Janettha McCoy, Nathan Gray, Casey Anderson, Cayla Cardiff, Bryan Richie, and Chairman Richard Stone

MEMBERS ABSENT: Carlos Menchaca

STAFF PRESENT: Jan Harris, Main Street Manager

GUESTS PRESENT: None

- I. **CALL TO ORDER AND DECLARE A QUORUM** – Chairman Stone called the meeting to order at 5 pm and noted that a quorum was present.
- II. **PUBLIC COMMENT** – No public comments.
- III. **REVIEW / DISCUSS AND CONSIDER ACTION ON THE FOLLOWING:**
 - A. **Approve the Minutes from the Public Arts Advisory Board meeting from January 25, 2023** – Chairman Stone called for a motion to approve the minutes as presented.
MOTION: To approve the minutes as presented. N GRAY / C ANDERSON / UNANIMOUS
 - B. **Receive and approve the financial report for February 2023** – Jan Harris reviewed the financial report with the board noting that there has been neither withdrawals nor deposits made since the last meeting. The board currently has \$956.03 in the Public Arts regular budget line and \$7,045.00 available in earmarked funds for Music on Main.
MOTION: To receive the financial report as presented: J MCCOY / N GRAY / UNANIMOUS
- IV. **NEW BUSINESS:**
 - A. **Request by Angel Z (Jose Zepeda?) to add his "74" mural back to those in Potters Alley** – Jan Harris presented a request by Jose Zepeda to paint a mini mural that had been a part of the original murals in Potters Alley.
MOTION: To allow Jose Zepeda to add his "74" mural to Potters Alley with the following requirements: (1) that the design be similar to what was originally there and (2) that his mural be kept between the lines indicated at the bottom of the wall. B RICHIE / C ANDERSON / UNANIMOUS.
ACTION: Jan will inform Mr Zepeda of this decision.
- V. **CONTINUING BUSINESS:**
 - A. **Portal Project:**
 1. **Receive report detailing progress made with the painting of the portals** – Cayla Cardiff reported that Diana Goetting knew of several students who were willing to paint portals. She was trying to get them to complete the forms and submit them.
 - B. **Music on Main Concert Series**
 1. **Receive the most recent Committee report** – Janettha informed the board that she was no longer the chair of the Music on Main Committee but that Brian Richie and Nathan Gray were Co-Chairs. Nathan reported that everything was on track for the spring season. Alex Aldrich is helping to develop a sorted email list to directly contact people who would attend and then submit photos taken at the concerts. He reported that Joe Posada might come in October to play. Bryan will create videos to promote the events on Instagram and will also develop a carousel of at least 8 photos to upload there.
ACTION ITEM: Jan reminded Brian and Nathan that she needed W-2 forms from any artists playing at the concerts. None had been submitted to date.
Jan also reported that she had sent out audio system bid sheets to Lance Stacey, Michael Craig, and Ron Marx. Brian asked her to send one to Boss Radio (Buddy).
 2. **Receive updated report on fundraising for the 2023 season** – Richard Stone made the following updates: Samsung will not contribute this year but he has had a few other agree to contribute. He says Durcon will be involved, Public Sketch will donate \$500,

Bogle Winery needs a 2022 tax letter for their donation last year and an invoice for this year's donation for \$5,000. He also said that HEB has a petty cash budget to do community outreach.

Richard reported that he needs donations in \$1,000 increments and not less than that.

ACTION: Nathan offered to reach out to A+ Credit Union.

3. **Discussion and possible action on Greater Taylor Foundation's offer to act as a go-between for 501(C)(3) funding** – Richard Stone reported that there is no new information but that the GTF is willing to help.
MOTION: To receive the Music on Main reports as presented. N GRAY / J MCCOY / UNANIMOUS

C. **Potter's Alley Mural Project:**

1. **Updated proposals from the THS art class proposal for Potters Alley** – Nathan Gray reported that he'd reached out to the student group but that he recommends that the board adopt a clean sans serif font and turn the verbiage on its side.
Jan informed the board that a sign permit would have to be applied for and approved by the City before the sign could be installed.
MOTION: To authorize Nathan and Casey to move forward with the entryway signage for Potters Alley. B RICHIE / C CARDIFF / UNANIMOUS

- D. **Receive and consider further action on the "Call to Artists" template for future public arts projects** – Nathan Gray reviewed the example he'd created for a future Call to Artists with the board.
ACTION: Nathan was asked to place an "EXAMPLE" watermark on the document and then send it to Jan.
The board also discussed using the contract between the City and Adam Davenport for the Fred Kerley mural as a template for future paid professional projects.
MOTION: To accept the Call to Artists template pending adding the "EXAMPLE" watermark. J MCCOY / B RICHIE / UNANIMOUS

- E. **Items for the February 22nd meeting agenda** – None were suggested. It was noted that both Casey Anderson and Richard Stone will be absent from the March 29th meeting.

VI. **ADJOURN** – The meeting was adjourned at 5.49 pm.

Respectfully submitted,



Jan Harris
Main Street Manager

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item III-B

Receive and approve the financial report for April 2023

FY 22-23 Public Arts Financial Report

April 21, 2023

	A	B	C	D	E	F
1	POST	DATE	SUBJECT	DESCRIPTION	AMOUNT	BALANCE
2	10/1/2022				\$10,000.00	\$10,000.00
3	10/11/2022	10/13/2022	Czech Melody Masters	MoM Sept. concert - talent	(\$500.00)	\$9,500.00
4	10/11/2022	10/13/2022	Taylor Czech Chorus	MoM Sept. concert - talent	(\$350.00)	\$9,150.00
5	10/11/2022	10/13/2022	Lance Stacy Sound	MoM Sept Concert - sound	(\$500.00)	\$8,650.00
6	10/11/2022	10/13/2022	Lance Stacy Sound	MoM Sept Concert - sound	(\$600)	\$8,050.00
7	10/12/2022	10/20/2022	Lance Stacy Sound	Cent TX Phil/Nosferatu - sound & projector	(\$2,200)	\$5,850.00
8	10/25/2022	11/10/2022	Michelle Primeaux-Johnson	Potters Alley Mural fee	(\$200)	\$5,650.00
9	10/26/2022	10/27/2022	Central TX Philharmonic	Nosferatu performance	(\$1,015)	\$4,635.00
10	10/31/2022	11/22/2022	Canva	Posters for Portal Project	(\$42.00)	\$4,593.00
11	10/31/2022	11/22/2022	Canva	Postcards for Portal Project	(\$60)	\$4,533.00
12	10/31/2022	11/22/2022	Facebook, Inc	Promotions	(\$4)	\$4,529.00
13	10/31/2022	11/22/2022	Facebook, Inc	Promotions	(\$15.00)	\$4,514.00
14	10/31/2022	11/22/2022	Facebook, Inc	Promotions	(\$15)	\$4,499.00
15	10/31/2022	11/22/2022	Facebook, Inc	Promotions	(\$44.97)	\$4,454.03
16	10/31/2022	11/22/2022	Facebook, Inc	Promotions	(\$44.97)	\$4,409.06
17	11/8/2022	11/10/2022	Lance Stacy Sound	MoM Nov Concert - sound & lights	(\$600)	\$3,809.06
18	11/8/2022	11/10/2022	Taylor Pride	Potters Alley Mural fee	(\$200)	\$3,609.06
19	11/8/2022	11/10/2022	Cody Siegmund	Potters Alley Mural fee	(\$200)	\$3,409.06
20	11/8/2022	11/10/2022	Abel Saldana	Potters Alley Mural fee	(\$200)	\$3,209.06
21	11/8/2022	11/10/2022	Lance Stacy Sound	MoM Nov Concert - sound & lights	(\$500)	\$2,709.06
22	11/14/2022	11/17/2022	Mamma K & the Shades	MoM Nov Concert - talent	(\$1,500)	\$1,209.06
23	11/30/2022	12/8/2022	Facebook, Inc	Promotions	(\$6)	\$1,203.06
24	11/30/2022	12/8/2022	Facebook, Inc	Promotions	(\$15)	\$1,188.06
25	11/30/2022	12/8/2022	Facebook, Inc	Promotions	(\$15)	\$1,173.06
26	11/30/2022	12/8/2022	Facebook, Inc	Promotions	(\$15.03)	\$1,158.03
27	12/20/2022	12/21/2022	Matthew Bisacca	Potters Alley Mural fee	(\$200)	\$958.03
28	12/31/2022	1/10/2023	Facebook, Inc	Promotions	(\$2)	\$956.03
29			Budget Transfer from 440-359	Donations	\$3,100	\$4,056.03

FY 22-23 Public Arts Financial Report

April 21, 2023

	A	B	C	D	E	F
30			Budget Transfer from GF for FY 22 funds in 440-359	Donations	\$3,945	\$8,001.03
31	3/1/2023	3/1/2023	Moss Hardware	paint and materials for portal project	(\$45.12)	\$7,956
32	3/10/2023	3/10/2023	Public Sketch donation	MoM donation	\$500.00	\$8,456.00
33	3/17/2023	3/17/2023	Durcon donation	MoM donation	\$500.00	\$8,956.00
34	3/23/2023	3/23/2023	Bodle Winery Donation	MoM Donation	\$5,000	\$13,956.00
35	3/28/2023	3/28/2023	Taylor Press-Oct 10th MoM Concert	Ad-10/16/22 paper	(\$249.75)	\$13,706.25
36	3/28/2023	3/28/2023	Taylor Press-Oct 10th MoM Concert	Ad-10/19/22 paper	(\$249.75)	\$13,456.50
37	3/28/2023	3/28/2023	Taylor Press-Nov 17 MoM Concert	Ad-11/13/22 paper	(\$249.75)	\$13,206.75
38	3/28/2023	3/28/2023	Taylor Press-Nov 17 MoM Concert	Ad-11/16/22 paper	(\$249.75)	\$12,957.00
39	3/28/2023	3/28/2023	Taylor Press-Nov 17 MoM Concert	Ad_E Wilco Insider - Nov 2022	(\$480)	\$12,477.00
40	4/6/2023	4/12/2023	Superfonicos	April MoM Concert	(\$1,600.00)	\$10,877.00
41	4/10/2023	4/12/2023	Ron Marx -	April MoM Concert Audio	(\$600.00)	\$10,277.00
42						
43						
44						
45						
46			\$910.88 left in PA Regular Allotment			
47			\$9,366.13 remaining in MoM Funds			

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item IV - A

NEW BUSINESS

None

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item V - A

CONTINUING BUSINESS

Portal Project:

Receive report detailing progress made with the painting of the portals.

No report provided.

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item V - B

CONTINUING BUSINESS

Music on Main Concert Series:

Receive the most recent Committee report.

Receive updated report on fundraising for the 2023 season.

PUBLIC ARTS ADVISORY BOARD - Music on Main subcommittee minutes March 13, 2023.

Attendees – Gayle Kahler, Bryan Richie, Janetta McCoy, Richard Stone (via phone)

1. Update on Bands for Spring/Fall (Bryan/Nathan): See next page for list
 - a) All Spring bands and Sept/Nov are confirmed
 - b) Should we have Joe Pasada in Oct? If so, need a different day (not 3rd Thurs)
 - c) Sound & lights: New bid received for \$600/show – ½ of other bids, Jan has selected this vendor
2. Update on Fundraising (Richard)
 - a) The state of sponsorships so far:
 1. BOGLE is in @ \$5,000 (so, presenting sponsor for the season) - Logo
 2. Tierra Grande @ \$1,500 - Logo
 3. Baylor S&W @ \$1,500 - Logo
 4. Public Sketch @ \$500 - Name
 5. Durcon @ \$500 - Name
 6. HEB @ \$100
 7. City of Taylor & Taylor Public Arts - Logo
 - b) Austin Rover works: Richard will check w/Jan for contact info
 - c) Other sponsor ideas: Rick Pfeil, Debbie Kovar, Get Boys/Girls club sponsor list from Mitch, Cliff Ollie, Judy Blundell, Hacienda coffee, Michael Vintique, Q (Tina), Plowman's, Floyds, S&D, Plumbing Outfitters, PNC, Mixtape, Curio Murvosa.
 - d) Funding ideas that were discussed previously: Use Donations from shows, Offer sustaining membership, Add donation button to website, On site T-shirt screening
3. Update on Advertising action items (Alex, All):
 - a) Alex has created an email address, Mail chimp account, landing page & QR code.
 - b) Flyers: Carlos provided initial version of the flyer for feedback. Will add QR code & Sponsors. Need it in paper sizes. **Try to finish by EO next week.**
 - c) Bryan will check pricing at Taylor Office Products for copies of flyer.
 - d) Decided to skip Taylor Press for April and focus on social media
 - e) Banners - use existing for first show.
4. Hospitality:
 - a) Feedback from Chella (Hola Aloha): she may not want to sell food if there are other food vendors. Might be willing to sell drinks. Will revisit with her once we know who else will be there.
 - b) Mixtape? Tina/Gayle to follow up with Ryan & Alecia
 - c) Davis BBQ: Janetta will call Mr. Davis
 - d) Drinks: Beer – TBC (need to confirm), Bogle -samples,

5. Next Meeting TBD

Spring Series

April 20	Superfonicos	committed	\$1600	show starts 7pm
May 18	Brooke Ashley	committed	\$250	show starts 6:30
	Hard Luck Revival	committed	\$800	
June 15	School of Rock	committed	\$250	show starts 6:30
	ZooDust	<i>committed</i>	\$1500	

Fall Series

September 21	Jake Waylon	committed	\$250	show starts 6:30
	Kelly McRae	committed	\$1000	
October 19	Walburg Boys	pending	\$1000	show starts 7pm
	Or Joe Posada	pending	??? – Can't do 3 rd week	
November 16	Midnight Butterfly	committed	\$250	show starts 6:30
	Octopus Project	committed	\$1500	

Current distribution of committee responsibilities: Still some gaps to fill.

Advertising:

- Social Media (TBD) – Kendra – if we get material to her for FB she can post, Bryan has Instagram info. – who can lead on providing that info to Kendra, Bryan to update Instagram?
- Contact News Papers, Magazines (TBD) – Taylor Press and the East Wilco – Richard
- We need to work on tagging to get engagement up, photographer (?) to post photos right after the show.
- Mailer (Alex) – Alex is working on e-mail campaign
- Posters/Flyers/Banners: Graphics: (Carlos), Printing: (Kendra),
- Distribute flyers (All)
- Videos (Bryan) – Instagram and Facebook.
- Documentation for future advertising to include images and music before, during, and after the concerts (TBD) - Richard – Photographer from High school? Nathan will check on that.
- Goal is end of March for the poster. And maybe smaller posters for social media.
- Mini flyers? – with lineup and QR code for social media and hashtags to encourage people to take pictures, etc. Have them available at the table for shows so people can take a schedule.

Fundraising: Richard

- Work with Richard on fundraising (TBD) –
- Coordinates with Kendra on social media posts, flyers, banners (TBD)
- Contacts sponsors to request funding (Richard)

Fund management: (Gayle)

- Follow up with Jan on Budget
- Get Checks for Bands, vendors etc.

Music: (Bryan/Nathan)

- Identify potential Bands & bring to the committee
- Follow up with selected bands to arrange dates
- Gets contact info for musicians to Jan for contracts
- Sound & Lights: identify vendors and request quotes

Hospitality (Tina/Gayle): next page

Week of activities – plan food, beverages

Confirm with Food truck Vendors - TL to get contact info from Janetta

Contact Info for Food Truck Vendors

Davis BBQ –

Market Kitchen – Granger

Hola Aloha

Hot Dog – person

Bogle Wine

Beers, Waters, Cokes, DP – Maybe backstage pony keg (Nathan).

Snacks, Peanut butter crackers,

Day of activities, incl:

- Arrive 4pm and get storage room keys and checks for bands/sound from Jan
- Put out chairs and table for Info table, others as needed
- Banners
- Water
- Ice
- Donations/Pass the hat
- Sell shirts
- Mini Flyers? to hand out at table.
- -Pop up Tent in hotter months
- Brings food & beverages for band members -
- Provides notes for Nathan on band, sponsors, etc
- After Clean up – put away banners, chairs, tables

Music on Main Sponsorships
2023 Invoice/Payment Tracking

	A	B	C	D	E	F	G
1	COMPANY	CONTACT	SPONSORSHIP AMOUNT	DATE INVOICED	INVOICE #	DATE CHECK REC'D	AMOUNT REC'D
2							
3	Public Sketch	Doug Moss	\$500			3/10/2023	\$500
4	Durcon		\$500			3/17/2023	\$500
5	Bogle Winery		\$5,000	2/27/2023		3/23/2023	\$5,000
6	Baylor, Scott & White		\$1,500				\$1,500
7	HEB		\$100				
8	Tierra Grande	Julie Downs	\$1,500			1/23/2023	\$1,500
9							
10							
11			• \$9,100				\$9,000

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item V - C

CONTINUING BUSINESS

Potter's Alley Mural Project:

Update on Potters Alley entrance sign.

No report submitted.

Public Arts Advisory Board

AGENDA ITEM COVER SHEET

April 26, 2023

Agenda Item V - D

CONTINUING BUSINESS

Upcoming agenda items.