



## AGENDA

### CULTURAL ARTS COMMISSION REGULAR MEETING August 23, 2018

FLOWER MOUND TOWN HALL  
2121 CROSS TIMBERS ROAD, FLOWER MOUND, TEXAS

6:30 P.M.

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An agenda information packet is available online at [www.flower-mound.com/AgendaCenter](http://www.flower-mound.com/AgendaCenter)  
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*Please silence or turn off all electronic devices.*

A. **CALL REGULAR MEETING TO ORDER**

B. **PUBLIC PARTICIPATION**

Please fill out an "Appearance Before Cultural Arts Commission" form in order to address the Commission, and turn the form in prior to Public Participation to Administrative Assistant, Lisa Smith. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair to accommodate more or fewer speakers.

The purpose of this item is to allow the public an opportunity to address the Cultural Arts Commission on issues that are not the subject of a public hearing. Any item requiring a Public Hearing will allow the public to speak at the time that item appears on this agenda as indicated as a "Public Hearing". Cultural Arts Commission members may not deliberate and may only cite facts or current policy in response to public comments. Issues regarding daily operational or administrative matters should first be dealt with at the administrative level by calling the Flower Mound Public Library at 972.874.6200 during business hours.

C. **ANNOUNCEMENTS**

D. **PRESENTATIONS**

E. **DIRECTOR'S REPORT**

F. **CONSENT AGENDA – Consent Items**

This agenda consists of non-controversial or "housekeeping" items required by law. Items may be removed from the Consent Agenda by any Member by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from a regular meeting of the Cultural Arts Commission held on July 26, 2018.

G. **REGULAR ITEMS**

2. Update and discussion of Arts Master Plan draft report.
3. Update on bronze sculptures in Heritage Park.
4. Discussion of Town Hall Art Policy.

H. COORDINATION OF SCHEDULES AND FUTURE AGENDA/MEETINGS

I. ADJOURN MEETING



\_\_\_\_\_  
Sue Ridnour, Director of Library Services

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: August 20, 2018 at 2:00 p.m., at least 72 hours prior to the scheduled time of said meeting.



\_\_\_\_\_  
Lisa Smith, Administrative Assistant

The Flower Mound Public Library is wheelchair accessible. Requests for accommodations or interpretative services must be made at least 48 hours prior to this meeting by contacting Lisa Smith, Administrative Assistant at (972) 874-6150.



## CULTURAL ARTS COMMISSION AGENDA ITEM NO: 1 CONSENT ITEM

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**DATE:** August 23, 2018  
**FROM:** Sue Ridnour, Director of Library Services  
**ITEM:** Consider approval of minutes from a regular meeting of the Cultural Arts Commission held on July 26, 2018.

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**BACKGROUND INFORMATION:** The Cultural Arts Commission held a regular meeting on July 26, 2018.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVE/OPTIONS:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** N/A

**ATTACHMENTS:**

1. Draft minutes from the July 26, 2018 regular Cultural Arts Commission meeting.

**RECOMMENDED MOTION AND/OR ACTION:** Move to approve the minutes from a regular meeting of the Cultural Arts Commission held on July 26, 2018.

**FLOWER MOUND CULTURAL ARTS COMMISSION MEETING OF JULY 26, 2018**

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**THE FLOWER MOUND CULTURAL ARTS COMMISSION (CAC) MEETING HELD ON THE 26<sup>TH</sup> DAY OF JULY 2018 IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.**

The Cultural Arts Commission met in a regular session with the following members present:

Elizabeth Brannon	Member, Place 2
Tammie Turner	Member, Place 4
Annette Weir	Vice Chair, Place 5
Matt Brown	Member, Place 6
Ron Miller	Chair, Place 1
Jessica Douglas	Alternate Member, Place 8

Constituting a quorum with the following members absent:

Douglas Cramer	Alternate Member, Place 7
Beth Dilley	Member, Place 3

And the following members of the Town Staff participating:

Sue Ridnour	Director of Library Services
Lisa Smith	Administrative Assistant

**A. CALL TO ORDER – 6:30 P.M.**

Chair Miller called the meeting to order at 6:30 p.m.

**B. PUBLIC PARTICIPATION**

None.

**C. ANNOUNCEMENTS**

- Gary Sims, Executive Director of Community Services, retired on August 24. There will be a reception for him from 3-5 p.m. at the Senior Center.
- The Cross Timbers Artists Guild Tour will be in December 2018.

**D. PRESENTATIONS**

None.

**E. LIBRARY DIRECTOR'S REPORT**

Sue Ridnour gave the Director's Report. The Library's Summer Reading Club program will end of July 31. Participants were just under 2,000. The Library expansion project has been pushed back a little and is now scheduled to start in December 2018 and finish in March 2020.

**F. CONSENT AGENDA – Consent Items**

1. **Consider approval of the minutes from a regular meeting of the Cultural Arts Commission held on May 24, 2018.**

**Commission deliberation**

Member Brannon moved to approve the minutes of a regular meeting of the Cultural Arts Commission held on May 24, 2018. Member Turner seconded the motion.

**VOTE ON THE MOTION**

**AYES: Brannon, Turner, Weir, Brown, Douglas**

**NAYS: None**

**G. REGULAR ITEMS**

2. Update and discussion of agreement for Arts Master Plan draft report.

**Commission deliberation.**

Ms. Ridnour updated the Board Members on the latest Arts Master Plan draft. Consultants will return to Flower Mound and work with the Steering Committee on August 22 and the Planning Team on August 23. They will give a presentation to the Cultural Arts Commission that evening at the Board Meeting. The consultants will return in October and present the final recommendations to the Town Council at their meeting on October 1.

3. Update on bronze sculptures in Heritage Park.

**Commission deliberation.**

Ms. Ridnour showed the Board Members pictures of Sweetie Bowman's sculptures in progress and gave a brief description of her process for making bronze sculptures. The list of sculptures being created by The Randolph Rose Company was also reviewed. The company anticipates having photos of work in progress to share in early August.

**H. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS**

The next regular Cultural Arts Commission meeting will be August 23, 2018.

**I. ADJOURNMENT**

Chair Miller adjourned the meeting at 7:01 p.m.

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**Sue Ridnour**  
Director of Library Services

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**Ron Miller**  
Chair

**Town of Flower Mound  
Town Hall Art Display Policy  
DRAFT**

**NOTE: This is a rough draft of a possible policy, put together using samples from other municipalities. The Cultural Arts Commission is being asked to review and determine whether to include or omit each provision, and whether others need to be added.**

The Town of Flower Mound makes available display space in Town Hall, 2121 Cross Timbers, for area artists to exhibit their two-dimensional works of art.

**Program Goals**

The goals of this program are to:

- Enhance public appreciation and understanding of a wide variety of art forms
- Provide local artists with a venue in which to showcase their work
- Provide Flower Mound residents and visitors with a center for arts and culture

**Exhibit and Installation Standards**

- Artists must be age 18 or older. Exhibits can be mounted by individual artists or groups.
- Artists are not required to be Flower Mound residents; however residency may be one of the factors considered during the selection process.
- Work must be two-dimensional and framed or otherwise prepared for display.
- The pieces to be displayed must fit in a space that is X feet tall and X feet wide.
- The display utilizes a cable suspension system. A secure hanging wire on the back of artwork is required.
- Artists will be required to install and remove their own artwork. All artwork must be affixed to the hooks provided on the cable suspension system in the gallery area. Artwork cannot be affixed directly to the wall.
- Works on paper and photographs should be protected by glass or acrylic.
- If selected for display, artwork will remain on display for a two-month period.
- Artwork may be offered for sale; however the artist must handle all artwork sales. The City will not accept payment for artwork on behalf on an artist.
- If artwork is sold during the display period, the sold piece must remain on display for the remainder of the display period, or another work of equal quality be substituted for the sold piece.
- Artists are encouraged to provided informative labels for each piece that indicate the artist's name, title of the piece, medium, sale price (if applicable), and artist's contact information. Labels may be attached to the piece or to the wall using blue painter's tape (not provided.)
- While security cameras are present and security hooks are provided for artwork, the Town Hall is a public building and there is always a risk that artwork could be damaged while on display. The Town will not accept responsibility for any damage or theft of artwork.
- The Flower Mound Council Chambers are utilized by a wide variety of people; all artwork must be appropriate for viewing by residents of all ages.

### **The Process**

To have your work considered for display, please complete the attached Artwork Exhibit Application and return it via email to: \_\_\_\_\_. Every two months, the Town's Cultural Arts Board will review and approve the selection of an artist(s) for display. Due to limited gallery space, the Town cannot offer all applicants an opportunity to display. Applications will be kept on file for a period of two years for consideration. If an artist is selected for display, you will be contacted by Town staff to arrange an installation date and time. An artwork display agreement will be provided by the Town and must be signed and returned before any artwork can be installed. Approximately two weeks before the end of the display period, Town staff will contact the artist to coordinate a date and time for the removal of artwork.

### **Selection Criteria**

- Artistic merit (ie, fine art, not crafts) and appeal of pieces to be displayed
- Variety of media, styles and subject matter
- Seasonal or topical themes
- Meets requirements for size and installation
- Residency
- Other?

Do we need to publish a scoring rubric that shows possible points for each criteria?

**Town of Flower Mound  
Town Hall Art Display Application**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

What kind of exhibit:

- Solo (one artist)
- Group

Media: \_\_\_\_\_

Title, theme or subject of display (optional): \_\_\_\_\_

<List specifications for providing sample pictures>

<Might want to make this an online application for ease of tracking and filing, as well as for attaching pictures of art>

**Town of Flower Mound  
Town Hall Art Display Agreement**

<Liability release and other legal requirements>

Maybe this can be part of the application?