



## TOWN OF TROPHY CLUB

1 Trophy Wood Drive  
Trophy Club, Texas 76262

### MEETING AGENDA

### ARTS AND CULTURE AD HOC COMMITTEE

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March 19, 2024

6:00 PM

Community Conference  
Room

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#### CALL TO ORDER AND ANNOUNCE A QUORUM

#### INTRODUCTIONS

1. Welcome, Margie Reese (Brandon Wright, Town Manager)
2. Greetings and remarks (Candace Dillard, Chair)

#### REGULAR ITEMS

1. Consider approval of the January 9, 2024, Arts and Culture Ad Hoc Committee Regular Meeting Minutes.
2. Workshop
  - Building a Vision for The Arts
3. Committee agreements, priorities, and ideas.
4. Considerations for the local arts agency in the Town of Trophy Club.
5. Next Steps
  - Building the roster of community interviews
  - Scheduling follow-up meeting schedule

#### ADJOURN

*Notice is hereby given that a quorum of the Town of Trophy Club Town Council may be in attendance at this meeting. The Town Council will not deliberate or take any action.*

## CERTIFICATION

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Trophy Club, Texas, in a place convenient and readily accessible to the general public at all times on the following date and time: March 15, 2024, at 3:45 P.M., and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 at least 72 hours prior to the scheduled time of said meeting.

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Tamara Smith  
Assistant to the Town Manager

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at (682)237-2900, 48 hours in advance, and reasonable accommodations will be made to assist you.



## ARTS AND CULTURE AD HOC COMMITTEE COMMUNICATION

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**MEETING DATE:** March 19, 2024

**FROM:** Tamara Smith, MSL, Assistant to the Town Manager

**AGENDA ITEM:** Consider approval of the January 9, 2024, Arts and Culture Ad Hoc Committee Regular Meeting Minutes.

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**BACKGROUND/SUMMARY:** The Arts and Culture Ad Hoc Committee held a regular meeting on January 9, 2024.

**BOARD REVIEW/CITIZEN FEEDBACK:**

**FISCAL IMPACT:**

**LEGAL REVIEW:**

**ATTACHMENTS:**

1. Minutes Outline 1.9.24

**ACTIONS/OPTIONS:**

Move to approve the January 9, 2024, Arts and Culture Ad Hoc Committee Regular Meeting Minutes.

**Minutes From Regular Session  
Arts and Culture Ad Hoc Committee  
For the Town of Trophy Club  
Location: 1 Trophy Wood Drive, Trophy Club, Texas  
Date: Tuesday, January 9, 2024, 6 p.m.  
Council Chambers**

The Arts and Culture Ad Hoc Committee for the Town of Trophy Club, Texas, met in a Regular Session on January 9, 2024. The meeting was held within the boundaries of the Town and was open to the public.

**AD HOC COMMITTEE MEMBERS PRESENT:**

Wanda Brewster	Committee Member
Candace Dillard	Chairperson
Sue Dake	Committee Member
Ron Eddins	Committee Member
Janet Greedy	Committee Member
Melissa Eason	Vice Chairperson
Jean Frazier	Committee Member
Carol Tombari	Committee Member

**AD HOC COMMITTEE MEMBERS ABSENT:**

Beth Ann Sands	Committee Member
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**STAFF AND GUEST(S) PRESENT:**

Jeannette Tiffany	Mayor
Brandon Wright	Town Manager
Tamara Smith	Assistant to the Town Manager/Staff Liaison

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**CALL TO ORDER AND ANNOUNCE A QUORUM**

The chairperson called the meeting to order at 6:03 p.m. and noted a quorum with eight of the nine committee members present.

**ANNOUNCEMENTS**

Mayor Tiffany attended the meeting and addressed the committee members, sharing insights from her recent engagement with the Rotary Club. She highlighted efforts to foster enthusiasm for the Arts and Culture Commission, collaborating with various community organizations.

The Assistant to the Town Manager provided information about the upcoming Meet and Greet/Open House. Jean Frazier, Melissa Eason, and Sue Dake are slated to be present, offering their support at the Arts and Culture Ad Hoc Committee table. Committee members will use this time to gain feedback from the community on the newly developed mission statement and create enthusiasm for the upcoming Arts and Culture Commission.

**REGULAR SESSION**

1. Consider and take appropriate action to approve the Arts and Culture Ad Hoc Committee Meeting minutes dated November 6, 2023.

Chairperson Candace Dillard called for a vote, and the minutes were approved with a unanimous vote of (8-0).

2. Consider and take appropriate action on the use of a public arts facilitator to guide the development of the Arts and Culture Commission.

Town Manager Wright addressed the committee, proposing the utilization of a facilitator to assist in framing the Arts and Culture Commission. He emphasized the success of employing a facilitator in previous endeavors related to Arts and Culture. Town Manager Wright informed the committee that he had consulted with Margie Reese, a facilitator he had worked with before, who is available to outline a scope of work and schedule for the committee. The committee discussed Reese's expertise in developing ordinance language, 501 c (3) matters, and bylaws.

Concerns about the associated costs of hiring a facilitator were raised among committee members. Eddins expressed apprehension, noting the potential scrutiny from community members questioning the use of tax dollars for a facilitator when artistic endeavors could be pursued freely in open spaces. On the other hand, Eason contended that everyone on the committee has their own agenda, and dismissing the passions of fellow members due to financial considerations shouldn't undermine the value of hiring a facilitator.

Committee member Tombari expressed the viewpoint that considering a facilitator is an investment in the community's future. On a similar note, committee member Frazier emphasized that the task of shaping and developing the Arts and Culture Commission is a significant undertaking for the committee. Acknowledging the lack of prior experience within the committee in this specific domain, Frazier asserted the necessity of engaging a facilitator with relevant expertise to ensure the success of the committee's efforts. Committee member Eason added that, in order to stay on track and achieve the necessary milestones, having a facilitator to guide the way is essential.

Chairperson Candace Dillard called for a vote, with six members approving, one abstaining, and one member voting against the proposal, resulting in a vote of (6, 1, 1).

3. Discuss the mission statement.

Committee member Frazier took the lead in the discussion on the mission statement during the committee meeting. Committee member Dake read her drafted mission statement, and committee member Tombari shared a mission statement she found online. Additionally, committee member Eason presented her version of the mission statement. Jean assumed a leadership role in guiding the discussion, giving particular emphasis to the mission statement read by committee member Tombari, and initiating a conversation about adapting the framework and developing it to make it unique to the committee.

Mission Statement:

Promote public art and advance artistic and educational excellence, building knowledge that contributes to an atmosphere of culture within the community.

The committee members collectively agreed on the March 25, 2024, Council Meeting as the target date to furnish the Council with an update in accordance with the resolution. They would like to convene at least once before the new facilitator is scheduled to commence their role. Additionally, the members conveyed their willingness to meet more frequently than once a month if deemed necessary for the progress of their work.

**ADJOURN**

Chairperson Dillard adjourned the meeting at 7:31 p.m.

Attest:

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**Tamara Smith, Assistant to the Town Manager**

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**Candace Dillard, Chair**



## ABOUT LOCAL ARTS AGENCIES

This 2019 report provides a comprehensive overview of the local arts agency field.

The nation's approximately 4,500 local arts agencies (LAAs) promote, support, and develop the arts at the local level, ensuring a vital presence for the arts throughout America's communities. LAAs are diverse in their makeup—have many different names and embrace a spectrum of artistic disciplines. However, each LAA, in its own way, works to sustain the health and vitality of the arts and artists locally while striving to make the arts accessible to all members of its community. Each LAA in America is unique to the community that it serves, and each evolves as its community evolves. While no two LAAs are exactly alike in name, programming, or mission, they share one or more of these seven programs and services in common:

1. **Advocacy and Policy:** Virtually 100% of LAAs advocate for arts funding and arts-friendly policies, as well as serve as thought leaders and policy creators on a wide range of topics and issues—arts education, creative economy, economic development, community development, workforce development, cultural tourism, disaster preparedness/response, research, health, inter-cultural understanding, and the community's quality of life.
2. **Facilities Development and Management:** 62% of LAAs are responsible for the development and management of arts and cultural facilities and venues such as artist live/workspace, rehearsal and performance spaces, gallery space, hands-on art centers, or creative entrepreneur incubators.
3. **Funding and Financing:** 76% of LAAs provide direct investment in the arts and culture community through grants and other financial support programs for artists and arts and cultural organizations or groups such as operating or project support grants, and technical assistance or capacity building grants, non-competitive project/program sponsorships, fellowships, grants for professional development training or special project stipends, public and private matches for projects, crowdfunding initiatives, leveraging funds via bonds, facilitating collaboratives or micro-lending.
4. **Partnerships and Planning:** 91% of LAAs partner with other local organizations and/or agencies to address community needs and make their communities more healthy, vibrant, and equitable. This may include working with public schools, the Convention and Visitor Bureau, the Chamber of Commerce, health and human service providers, colleges and universities, and a wide range of city and state government agencies.
5. **Programs and Events:** 84% of LAAs present their own cultural programming to their community. These may include after-school arts education programs, public art, free



concerts in the park, exhibitions, heritage and preservation efforts, festivals, and special events.

6. Services: 92% of LAAs provide a portfolio of services to other arts organizations, including professional and creative workforce development workshops or classes incubation and fiscal sponsor services, marketing, administrative/back office services, box office, or discipline-specific workshops and training.
7. Visibility: 66% of LAAs leverage their broader network and resources to drive public goodwill and communicate the importance and value of arts and culture in communities. This may include community-wide marketing campaigns, cultural tourism, civic engagement initiatives, arts and cultural event calendars, festivals, multi-sector programs, research, convenings/focus groups, or media partnerships.

LAAs have many different names, including:

- Arts Council, Arts & Humanities Council, Cultural Council
- Arts Commission, Cultural Commission, Heritage Commission
- Cultural Affairs Department
- Cultural Alliance
- Arts Center
- Business Council for the Arts
- United Arts Fund
- Any creative name that suggests their work, such as ArtsWave (Cincinnati, Ohio), 4Culture (King County, Washington), and Allied Arts

LAAs operate in many different forms:

- Within a city or county government agency, department, division, or facility
- Nonprofit 501(c)3 organization
- Private community organization
- For-profit organization
- Hybrid nonprofit/for-profit partnership or organization

LAAs affect community health and vitality in many ways:

- Help ensure broad accessibility and public engagement with the arts culturally, socially, educationally, and economically
- Build healthy, vibrant and equitable communities
- Enable diverse forms of arts and culture to thrive
- Impact the economic health and growth of a community through vibrant arts programming
- Support and advance arts and culture at the local level and bring communities together



- Connect elected officials and business leaders to the power of arts in the community

LAAAs use many different methods to impact the community through the arts:

- Provide financial support such as grants and contracts to the local arts community (e.g., community theater or symphony, arts festivals, individual artists)
- Present cultural programming (e.g., art classes, lectures, exhibitions)
- Manage cultural facilities (e.g., performance or exhibition spaces, museums, arts incubators, live/workspaces)
- Provide services to artists and arts organizations (e.g., professional development, visibility and advocacy support, technical assistance, group health insurance)
- Participate in and often lead community cultural planning (e.g., assessing community's cultural needs and mapping an implementation plan)
- Advocate for and promote arts-friendly policies (e.g., ensure funding and government policies that support the arts and arts education)
- Forge partnerships with elected officials, business leaders, and other community representatives (e.g., chambers of commerce, school districts, faith-based organizations)
- Manage a public art program (e.g., public art installations, percent for art programs, beautify community parks and neighborhoods)

LAAAs utilize many different sources of funding:

- Local government (e.g., general fund allocations, non-arts agencies, or dedicated tax revenues such as a “sales tax for the arts”)
- Grants from a state arts agency and other statewide agencies
- Grants from the National Endowment for the Arts and other federal agencies
- Contributions from foundations and businesses
- Donations from individuals
- Membership dues, registration fees, and other sources of earned revenue
- United arts fund campaign contributions and workplace giving programs