



TOWN OF TROPHY CLUB

1 Trophy Wood Drive
Trophy Club, Texas 76262

MEETING AGENDA

**TROPHY CLUB COUNCIL
FOR ARTS AND CULTURE**

May 8, 2025

6:30 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM (immediately following Zoning Board of Adjustments Meeting or 6:30 p.m., whichever is later)

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Board/Commission on any matter pursuant to Texas Government Code Sec. 551.007. The Board/Commission is not permitted to discuss or take action on any presentations made concerning matters that are not listed on the agenda. Presentations are limited to matters over which the Board/Commission has authority. Speakers have up to three (3) minutes or the time limit determined by the Presiding Officer. Each speaker must have submitted their request to speak by completing the Speaker’s Form or may email tdixon@trophyclub.org

REGULAR ITEMS

1. Consider approval of the April 10, 2025, Trophy Club Council for Arts and Culture Meeting Minutes.
2. Discuss and prioritize proposed arts and culture initiatives, including programs and projects, for enhancing art in public places. (Tamara Smith, Assistant to the Town Manager)

ADJOURN

The Board/Commission may convene into executive session to discuss posted items as allowed by Texas Government Code Sections 551.071 through 551.076 and Section 551.087.

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: May 1, 2025, at 7:56 a.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.

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.



**TROPHY CLUB COUNCIL FOR ARTS AND
CULTURE COMMUNICATION**

MEETING DATE: May 8, 2025

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

AGENDA ITEM: Consider approval of the April 10, 2025, Trophy Club Council for Arts and Culture Meeting Minutes.

BACKGROUND/SUMMARY: The Trophy Club Council for Arts and Culture held a regular meeting on April 10, 2025.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Minutes Outline

ACTIONS/OPTIONS:

Move to approve the April 10, 2025, Trophy Club Council for Arts and Culture Meeting Minutes.

**Minutes From Regular Session
Trophy Club Council for Arts and Culture
For the Town of Trophy Club
Location: 1 Trophy Wood Drive, Trophy Club, Texas
Date: Thursday, April 10, 2025, 6:00 p.m.
Council Chambers**

The Trophy Club Council for Arts and Culture of the Town of Trophy Club, Texas, met in a Regular Session on April 10, 2025. The meeting was held within the boundaries of the Town and was open to the public.

ARTS COUNCIL MEMBERS' PRESENT:

Jean Frazier	Vice Chairperson
Brandi Morris	Member
Peter Steinmetz	Member
Grace Murray	Member
Hernan Bahamon	Member

ARTS COUNCIL MEMBERS' ABSENT:

Melissa Eason	Chairperson
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STAFF AND GUEST(S) PRESENT:

Brandon Wright	Town Manager
Tamara Smith	Assistant to the Town Manager

CALL TO ORDER AND ANNOUNCE A QUORUM

The Assistant to the Town Manager called the meeting to order at 6:14 p.m. and noted a quorum.

REGULAR SESSION

1. Board Training (Brandon Wright, Town Manager)
 1. Introduction of Members

Town Manager Wright opened the meeting by inviting Arts Council Members to introduce themselves, beginning with Member Murray.

2. Board Training and Trophy Club Council for Arts & Culture Operating Procedures

Town Manager Wright presented the mandatory Boards & Commission Orientation/Training. Arts Council members are expected to represent the interests of Trophy Club residents while adhering to transparency guidelines outlined in the Texas Open Meetings Act. This includes avoiding quorum violations—such as more than four members discussing council business outside of a posted meeting—and refraining from “walking quorums,” where serial conversations among a majority occur. The Chair presides over meetings and maintains order, with the Vice-Chair stepping in if absent. Meeting packets will be distributed electronically and should be reviewed in advance, including the Town Manager’s report. Members must recuse themselves from discussions or votes where personal or financial conflicts of interest exist, with disclosures filed with the Town Secretary. All official communication must occur via town-issued email to comply with public information laws, and personal accounts should not be used for council business. On social media, members should avoid representing personal opinions as those of the town; official messages will be handled by the communications team. Executive Sessions, reserved for

sensitive legal or contractual matters, are not open to the public. Training may be available, and members are encouraged to attend Town Council meetings to build procedural knowledge. Finally, all members are expected to be punctual, courteous, and focused during meetings, using motions and points of order appropriately and saving unrelated topics for future agendas.

2. Consider the appointment of an Arts Council chair, vice chair, and secretary. (Brandon Wright, Town Manager)

The Assistant to the Town Manager presented the agenda item to the Arts Council during the meeting. Council members were appointed to officer roles as follows: Member Morris nominated Melissa Eason for Chair, seconded by Member Frazier, and the motion passed unanimously. Member Morris then nominated Jean Frazier for Vice-Chair, which was seconded by Member Steinmetz and approved by a 4-1 vote, with Member Frazier voting in opposition. Lastly, Member Frazier nominated Grace Murray for Secretary, seconded by Member Bahamon, and the motion was approved unanimously.

3. Discuss proposed initiatives, including programs and projects, for enhancing art in public places.

The Vice Chair introduced the agenda item. Assistant to the Town Manager presented to the Arts Council four strategic initiatives: investing in public art and historical markers, activating public spaces with artistic programs, supporting local artists through grants or residencies, and transforming designated park spaces like the garden gazebo into arts destinations. These initiatives, originally developed by the ad hoc committee, will be further prioritized and refined with tasks, timelines, and budget estimates to present to the Town Council for the FY2026 budget. Future meetings will continue shaping these efforts, with input from departments like Parks and Recreation and guidance on permissible funding through sources like HOT tax.

Document Preparation

Per the meeting, the documents listed below were requested for distribution to the Arts Council.

- Code of Ethics
- Boards and Commissions Manual
- Terms and Places

Next Steps

Regular meetings will be held on the second Thursday of each month at 6:00 PM. Our next meeting is scheduled for May 8, 2025, at 6:00 PM in the Council Chambers.

ADJOURN

Adjourned at 7:43 p.m.

Attest:

Tamara Smith, Assistant to the Town Manager

Jean Frazier, Vice Chairperson



TROPHY CLUB COUNCIL FOR ARTS AND CULTURE COMMUNICATION

MEETING DATE: May 8, 2025

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

AGENDA ITEM: Discuss and prioritize proposed arts and culture initiatives, including programs and projects, for enhancing art in public places. (Tamara Smith, Assistant to the Town Manager)

BACKGROUND/SUMMARY: On September 25, 2023, the Town Council adopted a resolution establishing the Arts and Culture Ad Hoc Committee (the Committee) to help guide the development of public art and cultural programming in Trophy Club. The Committee was tasked with recommending a framework for a permanent advisory board, including defining its goals, creating an action plan, and identifying key priorities.

Between November 2023 and October 2024, the Committee met ten times, conducted five community interviews, and visited Harmony Park, Trophy Club Park, Freedom Dog Park, Independence Park, and the Veteran's Memorial to assess potential public art sites. A progress update was presented to Town Council on July 22, 2024. To support the Committee's efforts, arts consultant Margie Reese was engaged in March 2024 to help develop the vision and framework for the new advisory board.

As a result of this work, the Trophy Club Council for Arts and Culture (Arts Council) was officially established by Town Council on October 28, 2024. As the Arts Council begins to form and identify potential programs and projects, the Arts Council may recommend funding opportunities to Town Council for inclusion in future budgets or as individual amendments.

The Arts Council will continue discussions on proposed initiatives, programs, and projects to advance public art in Trophy Club. With guidance from Ms. Reese's suggested direction, the following initiatives are proposed for prioritization for the upcoming fiscal years.

Initiative One: Public Art & Historical Markers

Focus: Preservation and Maintenance

Purpose: Establish guidelines for maintaining public art and identifying historically significant sites.

Key Actions:

- Develop maintenance protocols for current/future artworks.
- Create criteria for evaluating historical significance.
- Identify priority properties, such as the original Fire Station, for potential preservation.

- Hire a historian to research and document the town’s history (est. \$6.5K–\$10K, potential funding from Summerlee Foundation).

Estimated Cost: TBD

Impact: Supports long-term stewardship of town history and existing assets.

Initiative Two: Art in Public Places Projects

Focus: Community Identity & Cultural Enrichment

Purpose: Launch a formal public art program and integrate visual art across public spaces.

Key Actions:

- Develop public art policies and artist engagement procedures (no cost).
- Launch a public art webpage (no cost).
- Commission temporary/permanent works by local artists (cost TBD).
- Partner with the Parks Department on a Sculpture Trail (est. \$50K–\$250K over 3–5 years).

Estimated Cost: TBD

Impact: Enhances civic spaces, promotes local talent, and builds cultural tourism.

Initiative Three: Trophy Club Artist Fellowship (TCAF)

Focus: Artist Support & Local Engagement

Purpose: Recognize and financially support professional artists in Trophy Club through a competitive fellowship program.

Key Actions:

- Award annual fellowships (\$5,000–\$8,000 each) to artists across disciplines.
- Require public engagement activities (workshops, exhibits, performances).
- Encourage cross-departmental collaborations and annual evaluations.

Estimated Cost: TBD based on number of awards

Impact: Builds visibility for local artists, fosters community connection through the arts.

Initiative Four: Trophy Club Presents

Focus: Professional Arts Programming

Purpose: Host high-quality performances and exhibitions shaped by community interest.

Key Actions:

- Bring in regional artists and cultural groups (e.g., Dallas Black Dance Theatre).

- Program events for multi-generational audiences in venues like Trophy Club Park.
- Engage the community through accessible, inspiring cultural experiences.

Estimated Budget: TBD

Coordinator Cost: TBD

Impact: Increases access to professional arts experiences and elevates cultural life in Trophy Club.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: As potential public art projects and programs are identified, the Arts Council may recommend funding specific projects to the Town Council. These projects will be included in future annual budgets or considered as individual budget amendments, as appropriate.

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Presentation

ACTIONS/OPTIONS:

This agenda item is being presented for discussion purposes only. No action will be taken by the Trophy Club Council for Arts and Culture.



Trophy Club Council for Arts and Culture Regular Meeting

May 8, 2025

Agenda:

Prioritize Initiatives





Initiative One

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Initiative Four

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Purpose: Host high-quality performances and exhibitions shaped by community interest.

Impact: Increase access to professional arts experiences and elevates cultural life in Trophy Club.

Initiative Four: Trophy Club Presents

Key Actions:

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Grant Funding Sources

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1. Texas Commission on the Arts (TCA)

Mission: To strengthen Texas economically and culturally through support for the arts.

Focus Areas: Economic development, arts education, cultural tourism, and artist sustainability.

2. Candid: Foundation Directory

Purpose: A searchable platform offering in-depth information on U.S. grantmakers and their grants.

Features: Search by subject, geography, type of support, and more.

3. Humanities Texas (Texas Commission on the Humanities)

Purpose: Offers grants to develop programs promoting history, culture, and education in Texas communities.

4. Texas Cultural Trust

Mission: To champion the arts in education, advocacy, and economic development while highlighting Texas' artistic excellence.

Grant Funding Sources

5. TACA (The Arts Community Alliance)

Mission: To support impactful arts organizations through grant-making, leadership, and capacity building.

Vision: A sustainable, inclusive cultural sector vital to a thriving community.

6. GrantWatch / GrantNews

Purpose: Aggregates the latest grant opportunities and news related to arts and culture funding.

7. Texas Historical Foundation (THF)

Mission: To preserve Texas history through artifact conservation, building restoration, archival work, and storytelling.

8. Communities Foundation of Texas (CFT)

Purpose: Connects donors and nonprofits to strengthen communities, often offering arts and culture grant opportunities.



Next Steps

Next Steps

Next Steps:

- Next meeting June 12, 2025, at 6 PM
- Continue discussion on action items for our prioritized initiatives for Fiscal Year 2025-2026
- Start working on budget
- Prepare a presentation for Town Council on prioritized initiatives, action items, and budget for Fiscal year 2025-2026



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