



CITY OF NEW BRAUNFELS, TEXAS
ARTS COMMISSION MEETING



550 LANDA ST.
550 LANDA STREET

TUESDAY, APRIL 6, 2021 at 5:30 PM

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83401086289> Telephone Only:
(833) 926-2300 Webinar ID: 834 0108 6289

To participate via zoom use the link:

AGENDA

1. **CALL TO ORDER**

Request all phones and other devices be turned off, except emergency on-call personnel.

2. **ROLL CALL**

3. **APPROVAL OF MINUTES**

- A) Discuss and consider approval of the minutes of the [21-327](#) May, 4, 2020 Arts Commission annual meeting.
Caitlin Krobot

4. **CITIZENS COMMUNICATIONS**

This time is for citizens to address the Arts Commission on issues and items of concerns not on this agenda. There will be no Arts Commission action at this time.

5. **INDIVIDUAL ITEMS FOR CONSIDERATION**

- A) Discuss and consider the election of a chair. [21-337](#)
Dee Buck
- B) Discuss and consider the election of a vice chair. [21-338](#)
Dee Buck
- C) Discuss and consider moving the application process to [21-355](#) the Fall.
Caitlin Krobot
- D) Discuss and consider amending the Bylaws of the City of [21-336](#) New Braunfels Arts Commission.
Caitlin Krobot
- E) Discuss and consider action regarding allocations of [21-340](#) 2020 hotel occupancy tax to Arts organization applicants.

Caitlin Krobot

6. **ADJOURNMENT**

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulleting board at the New Braunfels City Hall.

Board Liaison

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.

4/6/2021

Agenda Item No. A)

PRESENTER:

Caitlin Krobot

SUBJECT:

Discuss and consider approval of the minutes of the May, 4, 2020 Arts Commission annual meeting.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: N/A

BACKGROUND INFORMATION:

N/A

ISSUE:

N/A

FISCAL IMPACT:

Disbursement of HOT Tax funds.

RECOMMENDATION:

Recommend approval.

MINUTES
CITY OF NEW BRAUNFELS ARTS COMMISSION
May 14, 2020

The City of New Braunfels Arts Commission met on May 14, 2020, in regular session via Zoom.

Commissioners present were: Janet Allen, Dee Buck, Adam Fellers, Carol Snider, Brad Wehring, and MaryEllen Gaubatz. Pauline Stevens was absent.

Staff present were: City Secretary Patrick Aten and Administrative Secretary Yesenia McNett.

The meeting was called to order by Chair Dee Buck at 10:00 a.m.

Discuss and consider approval of the minutes of the April 15, 2019 meeting

Commissioner Wehring moved to approve the minutes. Commissioner Snider seconded the motion, which passed unanimously.

Discuss and consider the election of a Chair.

Commissioner Snider moved to nominate Dee Buck for Arts Commission Chair. Commissioner Fellers seconded the motion, which passed unanimously.

Discuss and consider the election of a Vice Chair.

Commissioner Buck moved to nominate Janet Allen for Arts Commission Vice-Chair. Commissioner Snider seconded the motion, which passed unanimously.

Discuss and consider the approval of each application

Commissioner Buck moved to approve all applications except River City Advocacy. Commissioner Allen seconded the motion, which passed 5 to 1.

Discuss and consider action regarding allocations of 2019 Hotel Occupancy Tax to arts organizations.

Commissioner Buck motioned to approve the following allocations to the arts organizations. Commissioner Wehring seconded the motion, which passed unanimously.

- Brauntex Performing Arts Theatre Association \$ 98,466.67
- Christian Youth Theater San Antonio \$ 31,058.33
- Circle Arts Theatre \$ 44,483.34
- Mid-Texas Symphony Society, Inc. \$ 20,950.00
- New Braunfels Art League \$ 45,666.67
- New Braunfels Community Chorale \$ 3,850.00
- New Braunfels Gemischter Chor Harmonie \$ 3,508.33
- New Braunfels Theatre Company \$ 4,500.00
- Performing Arts Academy of New Braunfels \$ 34,100.00

- Texas Concert Opera Collective \$ 3,583.33
 - Texas Hill Country Opera & Arts \$ 9,833.33
- Total \$300,000.00**

Discuss items for next agenda
 Include how to improve application

ADJOURNMENT: Chair Dee Buck adjourned the meeting at 12:33 p.m.

Approved on _____ by:

 Dee Buck, Chair

Attested by:

 Caitlin Krobot, City Secretary

4/6/2021

Agenda Item No. A)

PRESENTER:

Dee Buck

SUBJECT:

Discuss and consider the election of a chair.

DEPARTMENT: Arts Commission

COUNCIL DISTRICTS IMPACTED: N/A

BACKGROUND INFORMATION:

A chairman, and vice-chairman shall be elected by the membership of the organization at the annual meeting, to serve a one-year term.

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

4/6/2021

Agenda Item No. B)

PRESENTER:

Dee Buck

SUBJECT:

Discuss and consider the election of a vice chair.

DEPARTMENT: Arts Commission

COUNCIL DISTRICTS IMPACTED:N/A

BACKGROUND INFORMATION:

A chairman, and vice-chairman shall be elected by the membership of the organization at the annual meeting, to serve a one year term.

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

4/6/2021

Agenda Item No. C)

PRESENTER:

Caitlin Krobot

SUBJECT:

Discuss and consider moving the application process to the Fall.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: N/A

BACKGROUND INFORMATION:

Consideration of moving the application process to the Fall for a more efficient reporting cycle. An e-mail was sent out to all 2021 applicants to give their feedback on moving the application to the Fall. Results will be provided at your Commission meeting.

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

4/6/2021

Agenda Item No. D)

PRESENTER:

Caitlin Krobot

SUBJECT:

Discuss and consider amending the Bylaws of the City of New Braunfels Arts Commission.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: N/A

BACKGROUND INFORMATION:

Proposed change:

The current bylaws for the New Braunfels Arts Commission state in **Article V; Section 1**. The regular meeting of the Commission shall be held in March of each year unless it is determined by the chairman that a specific meeting date and time must be changed due to the weather, lack of quorum or some other sufficient reason.

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends in favor of this change.

BYLAWS OF THE

CITY OF NEW BRAUNFELS ARTS COMMISSION

New Braunfels, Texas

ARTICLE I

Name

The name of this organization shall be The New Braunfels Arts Commission

ARTICLE II

Object (or Purpose)

The object (purpose) of this organization shall be to: To serve in an advisory capacity to the City Council on matters related to the arts activities, events and projects that will benefit the citizens of the City. The Commission shall advise the City Council on uses of funding that may be available from private and/or public sources that will benefit any local arts activity, project or organization serving the citizens of the City; such advice and/or recommendations on uses of funds shall not be restricted in any manner except by law.

ARTICLE III

Members

Section 1. Appointments

The New Braunfels Arts Commission shall be composed of seven (7) citizens of the City, who are interested in the encouragement, promotion, improvement and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms. Such Commission shall consist of seven members, with staggered terms, at least four of whom shall be chosen from a list of names submitted by the Greater New Braunfels Arts Council, each serving ~~sa~~ three-year term on a rotating basis, with appointments being made by the City Council, staggered so that no more ~~thatthan~~ three members shall be appointed each year. Unexpired terms shall be filled by the City Council.

Section 2. Resignations

Any member resigning shall submit a letter of resignation to the Mayor, and the resignation shall be

) approved by the City Council at the next regularly scheduled meeting.

Section 3. Absenteeism

A Commission member shall be assumed to have resigned his or her position, thereby forfeiting his or her unexpired term of office if, during the calendar year, he or she is absent three (3) consecutive times or a total of four (4) times including special meetings, provided at least five (5) ~~days~~ notice has been given.

ARTICLE IV
Officers

A chairman, and vice-chairman shall be elected by the membership of the organization at the annual meeting, to serve a one-year term.

and

No member may hold more than one office at a time.

) The Chairman shall preside at all meetings of the Commission and shall be a voting member, shall appoint special and standing committee chairmen and shall have the authority to appoint special committees as deemed necessary by the membership. The chairman shall be an ex-officio member of all committees, without vote.

The Vice-Chairman shall assist the chairman as needed and shall serve as the presiding officer in the absence of the chairman. The vice-chairman shall have the right to vote on all issues that come before the membership.

Any vacancy in an office shall be filled by election of the Commission at its next regular or special meeting.

ARTICLE V
Meetings

Section 1. ~~The regular meeting of the Commission shall be held in March of each year.~~ A regular meeting of the Commission shall be held annually of the Commissions choosing or an agreed upon time. unless it is determined by the chairman that a specific meeting date and time must be changed due to the weather, lack of a quorum or some other sufficient reason. The Commission has the authority to change the meeting day and date by a majority vote of those present and voting when a quorum is present.

Section 2. The Commission is empowered to hold and conduct public meetings, which must be open to the public in accordance with the Texas Open Meetings Act, Chapter 551 , Texas Government

) Code.

Section 3. The Commission or the Chairman shall have the authority to call special meetings with at least five (5) ~~days notice~~ days' notice to all members. Only the business specified in the call of the meeting may be discussed.

Section 4. A majority of the members shall constitute a quorum.

ARTICLE VI
Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Commission in all cases in which they are applicable and in which they are not inconsistent with these bylaws, any special rules, the City Charter or State law.

ARTICLE VII
Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the commission, by a two-thirds (2/3) vote of those present and voting with a quorum in attendance, provided at least fifteen (15) days written notice has been given to all members. No amendment adopted by the commission shall become effective until after approval by the City Council.

Adopted March 15, 2001.

4/6/2021

Agenda Item No. E)

PRESENTER:

Caitlin Krobot

SUBJECT:

Discuss and consider action regarding allocations of 2020 hotel occupancy tax to Arts organization applicants.

DEPARTMENT: City Secretary

COUNCIL DISTRICTS IMPACTED: N/A

BACKGROUND INFORMATION:

Annually the Arts Commission meets to allocate the funds available to the Arts Commission based on the applications provided.

ISSUE:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A