

Cultural Arts Commission  
Council Chambers  
1311 Chestnut Street  
Bastrop, TX 78602  
(512) 332-8800



---

## AGENDA – February 1<sup>st</sup>, 2022 at 10:00 A.M.

---

*Bastrop Cultural Arts Commission meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800, or write to 1311 Chestnut Street, Bastrop, TX 78602, or call Relay Texas through a T.D.D. (Telecommunication Device for the Deaf) at 1-800-735-2989 at least 48 hours in advance of the meeting.*

---

**1. CALL TO ORDER**

**2. CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. To address the Board/Commission, please submit a fully completed request card to the Board/Commission Secretary prior to the meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Issues may be referred to City Staff for research and possible future action.*

*To address the Board/Commission concerning any item on the agenda, please submit a fully completed request card to the Board/Commission Secretary prior to the meeting.*

**3. REPORTS**

3A. Commission Member Reports

**4. PRESENTATIONS**

4A. Branding Subcommittee Report

**5. WORKSHOP**

5A. Year One Workplan

5B. The Gathering

**6. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 6A. Consider action to approve meeting minutes from the December 7<sup>th</sup>, 2021 meeting.
- 6B. Discussion and possible action to adopt a year one work plan.
- 6C. Discussion and possible action of Mini Grant Review Criteria.

**7. UPDATES**

- 7A. Consider requests for future agenda items.

**8. ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting is posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenience that is readily accessible to the public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org). Said Notice was posted on the following date and time: Wednesday, January 26, 2022 at 1:30 p.m. and will remain posted for at least two hours after said meeting has convened.



Victoria Psencik, Deputy City Secretary

# **CULTURAL ARTS COMMISSION MINUTES**

## **December 7, 2021 Meeting**

City Hall, Bastrop, Texas

The Bastrop Cultural Arts Commission met in a regular meeting on Tuesday, December 7<sup>th</sup>, 2021 at 10:00 a.m. at Bastrop City Hall located at 1311 Chestnut Street, Bastrop, Texas. Individuals present were Lisa Holcomb, Kaye Sapikas, Maria Montoya Stayton, Chico Portillo, Michael Jones, Council Member Dock Jackson, Rebecca Gleason.

1. **CALL TO ORDER:** 10:04 a.m. and with quorum in attendance, Maria called the meeting to order.

2. **CITIZENS COMMENTS:** None

### **3. REPORTS**

- 3a. Lisa reported on events at Bastrop Opera House.  
Chico reported on school theatre events.  
Kaye reported on the Holiday Homes Tour and Holiday Rendezvous for museum.  
Maria reported that First Friday was very well attended but no event in January or February.  
Rebecca reported on city holiday events coming up.

### **4. SUBCOMMITTEE REPORTS**

4a. Branding Subcommittee Report:

Mike reported that they are working on getting phone numbers by end of December of any who might be an influencer of the arts. It was decided that we would need to wait until after council in January to promote the plan. There was discussion on the easiest way to sign up interested people on the contact list. It was decided to have an opt in email invite for list of contacts.

Michael presented three different logos to be discussed. It was decided that the third option would be the best but that he would change the colors and change City of Bastrop to "Bastrop Texas." Michael will send out changes in advance to the committee for discussion.

### **5. WORKSHOPS**

5a. Issuing CAC grants eligibility and evaluation:

Rebecca stated that if council approves and says we can move forward, then it will go to legal for review. Discussion of changes to be made in wording: In future years, opening of grant will be October 1<sup>st</sup> and go till funds run out. The

grant selection process was discussed as well as how and who does the evaluations. How to be objective was discussed. It was decided that the committee would be the deciding factor for reviews and then would submit it to the council. Rebecca stated that we need to build out the evaluation form before submitting to council. Kaye said she would work on evaluation form. Rebecca stated that she didn't think we are ready to go to council yet and need to be stronger.

5B. Discussion of the Gathering: Waiting on the gathering

**6. ITEMS FOR INDIVIDUAL CONSIDERATION:**

6a. Changes to the Logo.

6b. Workplan for CAC grants.

Minutes for Nov 2<sup>nd</sup> approval. Kaye made a motion to approve the minutes. Chico 2<sup>nd</sup>.

**7. MEETING ADJOURNED:** Chico made a motion to adjourn. Kaye 2<sup>nd</sup>. Meeting adjourned at 11: 05 a.m.

APPROVED:

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

Insert name and title of signer

Insert name of person attesting