

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

**The Cultural Commission of the City of Bedford, Texas, met in regular session at 6:33 pm at the Bedford Public Library, 2424 Forest Ridge Drive, Bedford, TX on the 24th day of June, 2013 with the following members present:**

Alicia McGlinchey, Chair  
Dr. Paul Davis  
Lee Koch  
Tom Jacobsen  
Barbara Speares  
JoLynne Jensen  
Deanna Stuart

Constituting a quorum

Others present included:  
Patricia Nolan, Council Liaison  
Debbie Savage  
Clarkson and Davis Group  
Mayor Jim Griffin  
Rebecca Asher

**CALL TO ORDER**

Chairwoman Alicia McGlinchey called the meeting to order at 6:33 pm

**APPROVAL OF MINUTES:**

1. **Consider approval of the following Cultural Commission minutes:**
  - **May 13, 2013 regular meeting.**

Tom Jacobsen made a motion to approve the meeting minutes of May 13, 2013; the motion was seconded by Paul Davis. The motion passed 7 – 0.

**OLD BUSINESS:**

2. **Discussion on development of a strategic plan for the Cultural District.**

Commission members introduced themselves to the two representatives from Clarkson and Davis.

They gave a brief introduction about themselves and the company and a little background on their experience and credentials.

They then provided their understanding of what the Commission is working on based on prior conversations with Ms. Speares and what they could ascertain from the City's posting of prior meetings and presentations from the Cultural Commission.

They provided an informal, high level presentation as to what they could offer the City/Commission as far as helping develop the strategic plan and provide any assistance that might be requested for developing the cultural district plans.

They highlighted their extensive experience working with nonprofits of all sizes.

Ms. McGlinchey gave a brief overview of what the Commission had been working on so far and what they had achieved.

Lee Koch asked if they had clients in Tarrant County. They said they do and mentioned the name of one they are working with right now.

After the Clarkson and Davis representatives left, the Commission discussed what the next steps were.

Patricia Nolan explained that the council was very supportive of the Commission and all the work completed so far and encouraged the Commission to proceed with strategic planning.

Concern was raised that the Cultural Commission has interviewed a strategic planning company, but does not have any formal authority or financial means to do so.

The members discussed the presentation from Clarkson and Davis and determined that a lot of the strategic planning assistance that they had presented has already been completed by the Commission.

Ms. Jensen offered to assist the Commission with strategic planning and advised that she would do this for free. She has extensive experience with strategic planning.

The members decided that at this time they would not need to engage the services of Clarkson and Davis.

The Commission tabled discussion for a future meeting on the details for the strategic planning session.

### **3. Discussion on marketing plan for the Cultural District**

Tabled until a future meeting due to time constraints.

### **NEW BUSINESS:**

### **4. Discussion on the October 5 cultural event.**

Rebecca Asher reported on the Committee's decision to only include true artists – not resellers – in the vendor booths. This is to begin the tradition and keep the event an artistic event.

Ms. Asher asked for feedback on the application form to the artists.

The Commission discussed plans for tents, booth fees, and ensuring artists from the ARTS Talk were invited to apply for booths.

**5. Discussion on the June 10 Arts Talk meeting.**

Tabled to future meeting due to time constraints.

**ADJOURNMENT**

A motion to adjourn was made at 8:45 p.m. by Mr. Jacobsen, seconded by Ms. McGlinchey. The motion passed unanimously.

Approved:

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Alicia McGlinchey, Chair