

Cultural Commission March 17, 2014

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 17th day of March 2014 with the following members present:

Alicia McGlinchey, Chair
Tom Jacobsen
Barbara Speares
Debbie Savage
Lee Koch
Josh Santillan
JoLynne Jensen

Constituting a quorum

Others present included:
Mirenda McQuagge-Walden, Staff Liaison
Patricia Nolan, Council Liaison
Ray Champney

CALL TO ORDER

Chairwoman Alicia McGlinchey called the meeting to order at 6:37 pm

- 1. Consider approval of the following Cultural Commission minutes:
a) February 3 , 2014 regular meeting**

Tom Jacobsen made a motion to approve the meeting minutes of the February 3, 2014 meeting; the motion was seconded by Lee Koch. The motion passed 7 – 0.

New Business

- 2. Discussion regarding the February 24 joint City Council/Cultural Commission meeting and next steps.**

Ms. McGlinchey led the discussion asking Councilmember Nolan for feedback from the Council and some direction from the Commission as to what the next steps should be now that the presentation was made to the Council.

Councilmember Nolan explained that the mission statement had been expanded. There was discussion on the ownership of moving forward with the cultural designation/development and whether it was really up to the Commission to continue with ideas and suggested plans unless there was definite ownership by the City.

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Councilmember Nolan questioned whether it was a good idea to not continue the momentum of the Arts Festival that has been hosted the last two years in October. There are no plans for an Arts Festival in the Bedford Boy's Ranch in 2014. It was explained that the Commission had suggested that the Arts Festival be tabled until 2015 and the City focus on hosting more frequent events in 2014 and showing that artistic events occur at last quarterly. The April Twilight Thursday will expand to include vendors and artists. Ms. McQuagge-Walden mentioned that the Van Cliburn event will be expanded in 2014.

There was discussion about the purpose for forming a 501(c)(3) and if this was the role of the Commission or not. The benefits of a 501(c)(3) include being able to request donations and grants and funding. The challenges are to meet the requirements for forming and sustaining a 501(c)(3) including forming a legal entity, board of directors, mission statement, paying for various application fees, etc.

Ms. Jensen explained the 501(c)(3) application process:

\$850 fee to the IRS

Incorporating from scratch is just as much work as reactivating an existing 501 or specifically, the defunct OBS foundation.

For incorporation, there is a \$300 fee.

Articles of Incorporation are required.

An EIN # is required.

Bylaws, board of directors (minimum 3), regular board meetings and bylaws are required.

Ms. Jensen estimates the initial set up requires a minimum of 60 labor hours. There was a discussion about how the library foundation came about. Councilmember Nolan explained that the Friends of the Library buy things under \$1K. Ms. Jensen asked what the mission of the nonprofit is and if time was dedicated to pursuing the designation. Mr. Santillan volunteered to help develop the 501(c)(3) application. Discussion occurred regarding what the 501(c)(3) would be set up for. There was discussion regarding the need for the City to own the budget and financing and not fall back on the Commission to do the entire fundraising.

It was decided that one of the first things the 501(c)(3) would be established for is to raise funds for an ARTS incubator. An Arts Educator was mentioned and Ms. Jensen mentioned that she knows many people who could serve on the Arts board. She explained that a mission statement needs to incorporate language including the arts incubator. She suggested that samples of existing articles of incorporation could be modified to fit the needs of the new arts nonprofit entity. Before beginning writing, there should be some questions regarding historical and cultural districts in Bedford. Bedford Road has some historically designated areas. The Arts Incubator would enhance the chances of getting the cultural designation from the state.

Several possible locations for the cultural designation were discussed. Councilmember Nolan mentioned a location and there was discussion on making contact with the associated people who are influential and have financial connections, and may know of good locations or provide at no cost if vacant space is available. The exact location can be fluid and it could start at one location and move to another as the momentum grows or the situation changes. Ms. Jensen suggested two or three people make initial contact with some of the owners of the potential facility locations, to include Councilmember Nolan, an Economic Development representative, and Ms. Jensen. Ms. Jensen will prepare an outline for the meeting. Some things to decide

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include who will be in the space: Sola Cantorum would be interested and Debbie Savage could find some people willing to teach. It was mentioned that a foundation is being funded by a father of a college student who wants to fund an Arts Incubator.

It was decided there is no reason to not begin pursuing a 501(c)(3) and start with the Arts Incubator as an initial project to pursue. A subcommittee was formed for the 501(c)(3) comprised of Ms. Jensen, Mr. Jacobsen and Ms. Speares. Ms. Jensen will lead the subcommittee. A subcommittee was formed for Arts research for the Arts Incubator comprised of Ms. Savage, Mr. Santillan, and possibly Mr. Davis. Ms. McQuagge-Walden mentioned that the Historical Foundation was made up of some Council people.

3. Receive update on future online calendar.

Ms. McQuagge-Walden provided an update on the future online calendar and various options and costs. Ms. Jensen shared various descriptions of calendars. The calendar needs an administrator, unlimited categories and search capability, event type, and the ability to hold five years of data.

There was discussion on trying to schedule quarterly events two years out and getting the right guest artists.

Next ARTS TALK – Monday, May 12 starting at 6:30 p.m. with the program starting at 7:00 p.m. The agenda will be prepared at the next meeting on April 14. Commission members were asked to come to the next meeting with suggestions for an entity name for the 501(c)(3).

ADJOURNMENT

A motion to adjourn was made at 8:05 p.m. by Mr. Santillan, seconded by Ms. Speares. The motion passed unanimously.

Approved:

Alicia McGlinchey, Chair