

**CITY OF CORAL GABLES
CULTURAL DEVELOPMENT BOARD MEETING
Monday, September 8, 2008, 8:00 a.m.
Development Department Office
95 Merrick Way, Suite 450, Coral Gables, Florida 33134**

MEMBERS	O*	O**	N	D	J	F	M	A	M	J	J#	A	S	COMMISSIONERS
José R. Garrigó	P	E	P	-	-	P	P	P	P	P	P	-	P	Mayor Donald D. Slesnick II
Bobbi Litt	P	P	P	-	-	P	P	P	E	P	E	-	P	Vice Mayor William Kerdyk, Jr.
Bernice Matalon-Roth	E	P	P	-	-	E	P	P	E	E	P	-	E	Commissioner Maria Anderson
Carol Damian	P	P	P	-	-	P	P	P	P	P	P	-	P	Commissioner Rafael "Ralph" Cabrera, Jr.
Beatriz Pereira	P	P	P	-	-	P	P	P	P	P	P	-	P	Commissioner Wayne "Chip" Withers
Andrea Cole	E	P	P	-	-	E	P	P	P	P	P	-	P	Board Appointee
Miguel Diaz de la Portilla				-	-			P	P	P	E	-	P	City Manager David L. Brown

A = Absent

P = Present

E = Excused

- = No Meeting

* Regular Meeting and FY2006-2007 Final Reports

Regular Meeting + FY2008-09 Grants Workshop

** FY2007-2008 Cultural Grant Applications Review & Scoring

Staff In Attendance:

Cathy Swanson-Rivenbark, Development Director

Recording Secretary:

Nancy C. Morgan, Coral Gables Services, Inc.

Chair Carol Damian called the meeting to order at 8:05 a.m.

I. Minutes of July 14, 2008 Board Meeting and Workshop:

Mr. Garrigó made a motion to approve the minutes of the July 14, 2008 meeting as presented.

Ms. Cole seconded the motion, which passed.

II. Meeting Attendance:

As Dr. Matalon-Roth was out of town and unable to attend the meeting, a motion was made, seconded and unanimously approved to excuse her absence.

III. Distribution of 2007/2008 Final Reports for Review:

Ms. Rivenbark distributed 2007/2008 final reports received to date, explaining that they were organized by grant category in alphabetical order and divided among Board members in alphabetical order with exceptions made in distribution for conflicts of interest. Board members reviewed for additional conflicts the list of reports included in their individual packets.

Additionally, Ms. Rivenbark reported that a total of 40 applications for 2008/2009 grants were received: six Cultural Development, 10 Community, 24 Festivals and Special Events. Among these applications, she said, several were new applications.

Ms. Rivenbark discussed one application submitted after the 5:00 p.m. September 5 deadline, which was disqualified. She advised the Board that they had the ability to override the decision; however, the Board was unanimously supportive of the policy of observing the deadline as published.

During discussion of applicants who delivered their packets during the final submission hours, Ms. Rivenbark relayed a discussion regarding the business plan prepared for Art Cinema, which was used as an example in a

discussion with one of the applicants who expressed interest in having a plan. Referencing an excellent packaged plan program, she talked with interested applicants about the possibility of conducting an informal business plan workshop series to help them learn how to use the program for their not-for-profit cultural organizations and endeavors.

Regarding the anticipated Arts & Culture Specialist to assume this position within the Development Department, Ms. Rivenbark discussed some of the services this individual would provide before, during and after the grants process in the future. She also praised the extraordinary efforts made by Cindy Dorrel during the overall grants and workshop process.

IV. Status Reports:

a. Art Cinema Project:

Ms. Rivenbark reported that the City was authorizing the commencement of construction for Art Cinema. The most recent Miami Film Festival director was hired by Art Cinema to do the visioning and management of the project. A late January 2009 opening is anticipated. She praised the Cultural Development Board for its initiative, leadership and support for the project, which she credited with making its reality possible. Groups are already calling to reserve the facility for group activities.

b. City Web Site:

Arts and Culture as a category is now included on the City's home page. The process of merging information for accuracy and inclusiveness is underway. Ultimately, an interactive event calendar will be included. Further work on this project will be managed by the new Arts & Culture Specialist.

c. Jean Ward Sculptures:

One of the sculptures is painted and installed in Pittman Park; however, there is no progress as yet on the installation in Ingraham Park. Identical signage will be included in each installation. To date, a response has not been received from the Building and Zoning Department; however, staff was told that a permit had been applied for the installation of the sculptures. The sculptures have been painted and are otherwise ready for installation.

d. Arts & Culture Specialist Position:

The Board was advised that the Development Department was looking forward to receiving applications for this new position, and Board members were encouraged to send interested applicants to the Human Resources Department. The position announcement will be posted on the City web site. Ms. Rivenbark invited an interested Board member to join her in interviewing the final few candidates for the position.

e. 2008/2009 Cultural Grants:

As the City's first budget hearing was scheduled for the evening of September 9, 2008, Ms. Rivenbark reported that cultural grant monies were budgeted.

VII. Additional Board Business:

a. General City Update:

Ms. Rivenbark reported that the Country Club of Coral Gables RFP Evaluation Committee meeting will be held September 17. She explained that two proposals were received; however, one did not meet the base requirements of the RFP. The committee is comprised of representatives of the following City boards: Property Advisory, Historic Preservation, Parks and Recreation, Economic Development and Traffic Advisory. The committee will recommend a course of action to the City Commission.

b. Other Board Business:

Ms. Rivenbark presented copies of the new Miami-Dade County Cultural Affairs Council publication: *The Impact of the Arts in Miami-Dade County: Creating a New Global Center*.

c. Final Reports and Grant Review Meetings Schedule:

The Board decided that final reports would be reviewed at the October 6 Board meeting, and grant application reviews and scoring would occur October 29 at 3:00 p.m. in City Commission Chambers (this meeting will also serve as the Board's November meeting). The City Commission meeting to review the recommendations is scheduled for November 18.

There being no further business to come before the Board, the meeting adjourned at 9:00 a.m.

Upcoming Meetings: Next regular Board meeting: Monday, October 6, 2008, 8:00 a.m., Development Department Conference Room. Grants review and scoring meeting: Wednesday, October 29, 2008, 3:00 p.m., City Commission Chambers.

Respectfully submitted,

Cathy Swanson Rivenbark, AICP, CEcD
Development Director and Secretary to the Board

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