

**CITY OF CORAL GABLES
CULTURAL DEVELOPMENT BOARD MEETING
Friday, October 3, 2014, 8:00 a.m.
Economic & Cultural Development Department
1 Alhambra Plaza, Suite 617, Coral Gables, Florida 33134**

MINUTES

MEMBERS	A#	S	O	O*	N^	D	J	F	M	A	M	J	J	COMMISSIONERS
	'14	'14	'14	'14	'14	'14	'15	'15	'15	'15	'15	'15	'15	
Meg Daly (Chair)	E	-	P											Mayor Jim Cason
Erica Guzman	P	-	A											Vice Mayor William Kerdyk, Jr.
Bruce B. Litwer	P	-	P											Commissioner Patricia Keon
Nan Markowitz	P	-	P											Commissioner Vince Lago
Andrea Cole (Vice-Chair)	P	-	E											Commissioner Frank Quesada
Irene Tapanes	P	-	P											City Manager
Rosa Maria Mayorga	P	-	P											Board-As-A-Whole

Regular Meeting + FY2013-2014 Grants Workshop
*Regular Meeting + FY12-13 Grants Final Report Review
^Regular Meeting + FY13-14 Grants Scoring Review

A = Absent
P = Present
- = No Meeting
~ = Prior to appointment
E = Excused

Additional Attendees:

Leonard Roberts, Acting Director, Economic & Cultural Development Department
Jorge Casuso, Business Development Analyst, Economic & Cultural Development Department
Jeanmarie Gonzalez, Administrative Assistant, Economic & Cultural Development Department
Belkys Perez, Marketing and Events Specialist, Economic & Cultural Development Department

Motion Summary:

A motion to approve the amended minutes from the August 27, 2014 meeting was passed unanimously.

A motion to recommend that the City Commission appoint Jill Johnson Deupi to the Arts Advisory Panel was passed unanimously.

A motion to defer a decision to allow a 501c7 organization to apply for Cultural Development Grants was passed unanimously.

Ms. Daly called the meeting to order at 8:07 a.m.

1. Discussion of current policy for use of Board member names in meeting minutes.

The Board discussed whether meeting minutes should continue to include the names of Board members who raise points during the comment period. Ms. Markowitz said Miami-Dade County Boards followed that policy, and Mr. Casuso said the policy to include names also was used by Boards in the City of Coral Gables. After a brief discussion, the Board agreed to retain the current policy.

2. Review of Minutes from August 23, 2014.

Ms. Markowitz made a motion to approve the minutes of the August 27, 2014 meeting. Ms. Tapanes seconded the motion, which passed unanimously.

3. Appointment of a new member to replace Peter Boswell on the Arts Advisory Panel (Action)

Ms. Gonzalez informed the Board that staff had received one application to fill an open seat on the Arts Advisory Panel after the resignation of Peter Boswell. She noted that under a 2011 Resolution the Cultural Development Board recommends the five members of the panel to the City Commission, which has final approval over the members. Mr. Gonzalez said the only applicant was Jill Johnson Deupi, the new director of the Lowe Art Museum at the University of Miami. The Board reviewed the resume and agreed that Ms. Deupi was a good choice for the post.

Ms. Markowitz made a motion to recommend that the City Commission appointment of Ms. Deupi to the Arts Advisory Panel. Ms. Tapanes seconded the motion, which passed unanimously.

4. Discussion of whether the Board should allow a 501c7 organization to apply for Cultural Development Grants (Action)

Mr. Roberts informed the Board that one of the organizations that would like to apply for a Cultural Development Grant next year is classified as a 501c7. He said that the Board's current rules only cover an organization classified as a 501c3. He said the City Attorney would need to determine whether a 501c7 would qualify under the current rules. He added that a 501c7 would require additional administrative work to verify the organization's status. Ms. Markowitz said she would be concerned about including organizations that may limit membership or entrance to an event. Mr. Litwer said he would not include a 501c7. Ms. Markowitz suggested deferring a decision until the Board obtained an opinion from the City Attorney. Ms. Daly agreed.

Ms. Markowitz made a motion to defer a decision to allow a 501c7 organization to apply for Cultural Development Grants until the next Board meeting. Mr. Litwer seconded the motion, which passed unanimously.

5. Additional Board Business

The Board received an update on the Cultural Development Grant's applications and final reports. Ms. Perez said that the majority of the final reports due on October 3 had been submitted and that the new streamlined grants application had received positive reviews from the applicants. The few glitches that were found on the online application would be fixed. She said staff was checking the submitted applications to make sure none of the required information was missing and was informing the applicants if anything needed to be added. Ms. Gonzalez said the final reports would be reviewed to determine if those who received grants last year had used the money as originally intended. Ms. Daly noted that the deadline to submit applications was 5 p.m. and that no applications

would be accepted after the deadline. She explained that the Board would score the grant applications at its November 14 meeting. There are no standards for designating scores but there would be an open discussion of the applications at the meeting, she said. Those who receive a score of 80 or higher would be eligible for funding. Mr. Roberts said there was \$150,000 in funding available this year. Ms. Perez said many of the applicants did not have an affirmation letter of their tax status from the IRS issued within the past two years. She said they had requested new letters, but had not yet received them. Ms. Daly said the Board should have four weeks to review the applications. Ms. Gonzalez said the applications should be ready for pick up by October 10.

The meeting was adjourned at 9:07 a.m.

Respectfully submitted by,

Jorge Casuso, Business Development Analyst, Economic Sustainability Department