

CITY OF CORAL GABLES, FLORIDA

RESOLUTION NO. 30082

A RESOLUTION RECREATING CULTURAL AFFAIRS ADVISORY BOARD FOR PURPOSE OF REDUCING MEMBERSHIP FROM (9) MEMBERS TO (7) MEMBERS; SETTING FORTH GUIDELINES BY WHICH BOARD SHALL BE GOVERNED; AND RESCINDING RESOLUTION NO.28797.

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

1. That the Cultural Affairs Advisory Board, which was created on May 23, 1995 by Resolution No. 28797, is hereby recreated for the purpose of reducing the membership from (9) members to (7) members, as hereinafter set forth, and Resolution No. 28797 is hereby rescinded.

2. **PURPOSE:** That the Cultural Affairs Advisory Board is for the purpose of promoting cultural events, reviewing and making recommendations to the City Commission on matters pertaining to donations having artistic or cultural value, and non-binding recommendations on requests for funding of cultural and community organizations, subject to the following conditions:

- (a) The Board shall establish guidelines providing for a public and professional evaluation of cultural and community organization funding requests, including provision that applicants have a track record of having provided programs within the City.
- (b) The Board shall establish procedures assuring that funding awards be contingent on the execution of grant agreements between the City of Coral Gables and the requesting parties, subject to proper reporting and performance requirements appertaining to the proper use of municipal funds.

3. **QUALIFICATIONS:** That Board members shall have their primary place of residence within the boundaries of the City.

4. **MEMBERSHIP:** That the Board shall be comprised of (7) members, to be confirmed by the City Commission: (1) member shall be appointed by each member of the City Commission; (1) member shall be appointed by the City Manager; and (1) member shall be appointed by the Board-as-a-whole. The members of the Board shall serve without remuneration and under strict conflict of interest rules.

5. **TERMS OF OFFICE:** That terms shall commence June 1 of odd-numbered years and expire May 31 of subsequent odd-numbered years. All appointments for replacement of any member shall be for said member's unexpired term.

6. **CHAIRMAN:** That the Board shall elect from among its membership a Chairman and Vice-Chairman, both of whom shall serve for a one-year period and may be named to successive terms if the Board so chooses.

7. **MEETINGS:** That the Board shall hold one regular meeting each month and any special meeting at such times as it may determine, upon the call of the chairman, the vice-chairman in lieu of the chairman, or the secretary, with all meetings open to the public. Should there be no business to conduct, a meeting need not be held, however, the Board must meet at least semi-annually to remain active. Meetings shall be called to order when a quorum is present, said quorum being defined for this purpose as four (4) members of the Board, and all actions of the Board shall require a majority vote of at least the quorum in order to carry.

8. **ADMINISTRATIVE STAFF SUPPORT:** That administrative staff representatives shall be appointed by the City Manager, including a Secretary to the Board, who shall be responsible for providing a written record of the Board's proceedings, which record in the form of minutes shall be regularly submitted to the City Commission for their consideration.

9. **COMPLIANCE WITH BOARD AND COMMITTEE RULES:** That the Board shall be governed by any and all legislation enacted by the City Commission, as well as any applicable administrative policies which govern the functions of City boards and committees.

10. **COSTS:** That all costs incurred for notifications, mailings, printings, legal and/or courtesy advertisements, and other items necessary to conduct the business of the Board shall be borne by the City.

11. **EFFECTIVE DATE:** That this resolution shall become effective upon the date of its adoption herein.

PASSED AND ADOPTED THIS EIGHTH DAY OF MAY, A.D., 2001.

(Slesnick/Withers(5)  
(Clerk's Item No. 9)

DONALD D. SLESNICK II  
MAYOR

ATTEST:  
VIRGINIA L. PAUL  
CITY CLERK

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:  
ELIZABETH M. HERNANDEZ  
CITY ATTORNEY