

EXCERPT

**CITY OF CORAL GABLES
CULTURAL DEVELOPMENT BOARD MEETING
& CULTURAL DEVELOPMENT GRANT REVIEW & SCORING MEETING
Wednesday, June 14, 9:00 a.m.
Historical Resources & Cultural Arts Department
Hybrid Meeting & Virtual via Zoom**

MEMBERS	A	S	O	N	D	J	F	M	A	M	J	J	APPOINTED BY:
	22	22	22	22	22	23	23	23	23	23	23		
Leslie Pantin	P	P	P	P	P	-	P	P	-	P	P		Mayor Vince Lago
Frank Martinez	P	P	P	P	P	-	P	E	-	^	^		Vice-Mayor Michael Mena
Frank Rodriguez	P	P	E	P	P	-	P	P	-	P	P		Commissioner Rhonda Anderson
Ray Corral	P	P	P	E	P	-	E	P	-	P	P		Commissioner Jorge L. Fors Jr.
Jose Valdes-Fauli	P	P	P	P	P	-	P	P	-	A	P		Commissioner Kirk R. Menendez
Dr. Bernice Roth Chair	P	E	P	P	P	-	P	E	-	P	P		City Manager Peter Iglesias
Geannina Burgos	E	E	E	P	P	-	P	P	-	P	P		Board Appointee

LEGEND: A = Absent; P = Present; V = Virtual; E = Excused; * = New Member; ^= Resigned Member;
- = No Meeting + = Special Meeting

STAFF:

Anna Pernas, Historical Resources and Cultural Arts Director
Catherine Cathers, Arts and Culture Specialist
Desiree Liguori, City Clerk’s office

MEETING RECORD / MINUTES PREPARATION: Catherine Cathers, Arts and Culture Specialist,
Historical Resources and Cultural Arts

Dr. Roth called the Cultural Development Board (CDB) meeting to order at 8:10 a.m.

FY2023-2024 CULTURAL GRANT APPLICATIONS - REVIEW & SCORING:

Dr. Roth called the FY2023-2024 Cultural Grant Review & Scoring meeting to order at 9:07 a.m. and welcomed guests and cultural grant applicants participating via Zoom.

Ms. Cathers stated that the purpose of the meeting is for the Board to discuss each Cultural Grant application and make a final recommendation on the scoring and method of fund distribution that will move forward to the City Commission.

On behalf of the City, Ms. Cathers thanked the Board for their time and the attention given to thoroughly review each grant application. It was noted that the Cultural Development Board is made up of volunteer appointees who are residents of Coral Gables and are great supporters of the arts. Board members were introduced, and the City Clerk's office and IT were thanked for their support.

Cultural grant applicants were thanked for attending and for choosing Coral Gables as a place to present the arts.

Applicants were reminded that funding is not guaranteed until the City budget is approved by October 1, 2023, and that the calculations used in the meeting will reflect the previously funded amount of \$191,228 for recommended funding estimates.

The additional comments and direction were provided to attendees:

- All meeting attendees on Zoom will be muted.
- Please edit participant with the organization listed first, followed by the name. This is important for easily identifying the organization if a Board member has a question.
- Technical questions for staff may be entered in the chat box.
- In keeping with the grant review and scoring process, questions regarding an application itself, Board member comments, and scores, will not be addressed.
- Board members have read all grant applications and submitted scores prior to the meeting.
- Each applicant organization's name will be read out loud prior to discussion.
- A first and second reader has been assigned to give a brief overview of the grant request and offer initial comments. All Board members are welcome to follow-up with additional remarks and engage in discussion.
- If a Board member has a question, a request will be made for the organization's representative to unmute.
- After discussion, Board members will be asked for any changes to their scores and will read their final overall score out loud.
- Once scores are verified, the highest and lowest scores are dropped prior to calculating the final average score of the Board for each application, which will be read out loud.
- After all scores are submitted, scores will be verified and viewed in relationship to each other on a spreadsheet, which may be viewed on the shared screen.
- The Board will be asked to make a motion accepting the scores as presented.
- The Board will then discuss how the proposed funding will be distributed and make a recommending motion for the City Commission to consider.

Mr. Rodriguez recused himself for conflicts as noted and left the meeting during discussion of the

Coral Gables Cinematheque application (Board member), and Mr. Valdes-Fauli recused himself for conflicts as noted and left the meeting during discussion of the Coral Gables Museum application (Board Chair).

A multiplier and percentage formula were used to adjust proposed funding recommendations proportionately and for the purpose of discussion. (It was previously noted that bonus points were added to final scores).

The Coral Gables Museum receives funding through a separate budget line item and was therefore removed from calculations used to determine potential funding for the remaining forty-one (41) applicants.

The Board took a short break after submitting all scores.

The Board was advised that they could make a motion to accept or revise the scores and propose a method of calculation. After a brief discussion, the following motion was made:

Mr. Pantin made a motion to accept the Board's FY2023-2024 Cultural Grant application scores as presented. Mr. Rodriguez seconded the motion, which passed unanimously.

After thoughtful deliberation and discussion, the following motion was made regarding the distribution of available funds:

Ms. Burgos made a motion recommending Cultural Grant funding allocations equally distributed based on the use of a multiplier taking into consideration the scores and requested amounts; adding that any balance resulting from the calculation be distributed evenly across all eligible organizations. Mr. Pantin seconded the motion, which passed unanimously.

The Board discussed having a representative speak on behalf of the Board at the City Commission meeting when the item is presented. After a brief discussion, the following motion was made:

Mr. Valdes-Fauli made a motion nominating Ms. Burgos or Mr. Corral, depending on availability, to speak on behalf of the Board in support of the Cultural Development Grant recommendations. Mr. Pantin seconded the motion, which passed unanimously.

The application scoring results and funding scenarios are included as Exhibit A attached to these minutes.

Respectfully submitted,
Catherine J. Cathers
Arts & Culture Specialist