

**CITY OF CORAL GABLES
CULTURAL DEVELOPMENT BOARD MEETING
Monday, May 18, 2009, 8:00 a.m.
Development Department Conference Room
95 Merrick Way, Suite 450, Coral Gables, Florida 33134**

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

A = Absent

P = Present

E = Excused

- = No Meeting

^ = Resigned Member

* FY2007-2008 Final Reports

Regular Meeting + FY2008-09 Grants Workshop

** FY2008-2009 Cultural Grant Applications Review & Scoring

Staff In Attendance:

Catherine Cathers, Arts & Culture Specialist

Recording Secretary:

Nancy C. Morgan, Coral Gables Services, Inc.

Motion Summary:

Minutes of the April 20, 2009 Cultural Development Board meeting were unanimously approved.

A motion was approved to accept the resignation of Board member Miguel Diaz de la Portilla.

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

I. Review/Approval of April 20, 2009 Board Meeting Minutes:

Mr. Garrigó made a motion to approve the April 20, 2009 meeting minutes as presented. Ms. Litt seconded the motion, which passed unanimously.

Mr. Garrigó expressed appreciation to Dr. Damian for hosting a brunch at her home in honor of Ms. Rivenbark on Sunday, May 17. He also recognized the outstanding efforts of Catherine Cathers on behalf of the Board and its mission.

II. Public Art Master Plan - Update:

Ms. Cathers reported that the City's shortfall affected funding budgeted for the Public Art Master Plan consultant. She discussed possible funding allocations split over two fiscal years, and possible split staffing/consultant combination options. The RFQ will move forward, Procurement will allow a committee to pre-qualify consultants, and the committee will select a pool of pre-qualified consultants, from which the best match will be selected.

Board discussion:

- Due to the economy, consultants may consider less funding than originally anticipated.
- It is most important to consider the quality of the applicants.
- Due diligence and research can uncover current market consulting fees.
- Board consensus was to proceed with the RFQ pre-qualification to be followed by the bidding process.

A minimum of two Board members are needed to serve on the RFQ Evaluation Committee along with one outside person. Dr. Damian and Dr. Matalon-Roth volunteered to serve. Ms. Cole suggested Freda Tschumy as a third Committee member and Ms. Cathers suggested Janet Gavarette as an alternate member. These suggestions will be forwarded to the Procurement Department for review and approval.

III. Donation Policy – Review:

After distribution of a draft Gift/Donation/Loan Policy, Ms. Cathers advised that the proposed policy was being reviewed by other City boards and the City Attorney's office. Details of the policy can be refined in the Public Art Master Plan.

Board input:

- The Museum collection will have its own policies, separate from the City's policies.
- The policy needs to be clear regarding mediation and the prevailing party in conflicts about the recipient of a donation.
- Remove the words, "of acceptance," from the fourth paragraph under "Works of Cultural and Artistic significance" on page two of the draft.
- A determination needs to be made regarding the collection overseer, the archivist, preservationist and maintainer of the collection, and the overseer of the database and inventory.
- Clarification of the collection is as important as how pieces are accepted into the collection.
- Miami-Dade County recently rewrote their policy about inventorying and maintaining their art collection, separate from their donation policy.
- The Historic Preservation Board should make recommendations regarding donated historical pieces to the Cultural Development Board.
- The tax deductibility of donations needs to be clarified to provide a benefit to the donor.
- Chain of possession needs to be clarified.

Ms. Cathers will meet with Historical Resources Officer Kara Kautz to discuss collaboration between the two boards. Dr. Damian asked Board members to study the draft and provide input at the next meeting.

IV. Arts & Business Council Workshop – Review:

In response to Laura Bruney's letter suggesting an alternate workshop (in lieu of innovative brainstorming) entitled, "Strategic Cost Cutting: 101 Ways Arts Groups can Save Money Now," Board members indicated strong support. This workshop, to be conducted this summer, was successfully implemented in New York with positive results.

V. Status Reports:

a. Art Cinema Project: Ms. Cathers reported that Art Cinema needs to reapply to IRS to expedite their 501C3 status. Art Cinema committees are active, and a fundraiser will be held June 18.

b. Cultural Grant Updates:

Tigertail Productions: A letter was received from Tigertail Productions notifying the Board that the editor of their 2009 poetry book had been replaced.

Final Reports: Ms. Cathers requested direction regarding late-submitted final reports, one of which has still not been received from the Spanish Consulate. Dr. Damian advised that guidelines need to include language specifying that late reports will only be considered up to a stated time. The Board agreed to modify the language to specify that groups filing a report late will not be eligible to apply for the upcoming year's grant. Dr. Damian suggested highlighting changes in guidelines and applications for the workshop. Grant guidelines and applications will also be posted on the City's website to coincide with the workshop. Ms. Cathers will coordinate and forward the schedule for grant-related meetings and workshops.

VI. Additional Board Business:

Resignation of Board Member Miguel Diaz de la Portilla:

**Dr. Matalon-Roth made a motion to accept the resignation of Board member Miguel Diaz de la Portilla.
Ms. Litt seconded the motion, which passed unanimously.**

Board members suggested the City Manager consider Board gender composition in his selection of a new member.

Board Meeting Dates:

A decision was made to schedule the next Board meeting on June 22; no meeting in July; the subsequent meeting will be held August 19 at 3:00, to be followed at 4:00 by the grants workshop.

Board Input for Coral Gables Chamber's Cultural Affairs Committee:

Ms. Cathers requested input for the Chamber's Cultural Affairs Committee, which is gathering ideas focused on linking businesses with arts and culture as a prelude to initiating specific projects. The Board indicated support for arts marketing through installation of permanent banners in front of culturally-set venues, i.e., theaters, art galleries, museum.

There being no further business to come before the Board, the meeting adjourned at 9:15 a.m.

Next Meeting: Monday, June 22, 2009, 8:00 a.m.: Development Department Conference Room.

Respectfully submitted,

Catherine Cathers
Arts & Culture Specialist and Secretary to the Board

Prepared by: Nancy C. Morgan,
President, Coral Gables Services, Inc.