

ATTACHMENT 2

**CITY OF CORAL GABLES
CULTURAL DEVELOPMENT BOARD MEETING
Tuesday, November 16, 2011, 3:00 p.m.
FY2011-2012 CULTURAL GRANTS REVIEW MEETING
4:00 p.m.**

Coral Gables War Memorial Youth Center, Room 222, Coral Gables, Florida

MEMBERS	D	J	J	F	M	A	M	M	J	J	A#	S	O*	N**	COMMISSIONERS
Meg Daly									P	P	P	E	P	P	Mayor Jim Cason
Bobbi Litt	-	P	P	P	P	P	P	P	P	E	P	P	P	P	Vice Mayor William Kerdyk, Jr.
Dr. Bernice Matalon-Roth	-	P	P	P	P	P	P	P	P	P	P	P	P	P	Commissioner Maria Anderson
Ellen Uguccione	-								P	P	P*	P	P	P	Commissioner Rafael "Ralph" Cabrera, Jr.
Andrea Cole	-								P	P	P	P	P	P	Commissioner Frank Quesada
Ginger Jochem	-	P	P	P	P	P	P	P	P	P	P	E	P	P	City Manager
Joanne Schulte	-										P	P	P	P	Board-As-A-Whole

A = Absent
P = Present
E = Excused
- = No Meeting
P* = Arrived at 4pm

Regular Meeting + FY2011-2012 Grants Workshop
 * Regular Meeting + FY2010-2011 Final Reports
 ** Regular Meeting + FY2011-2012 Cultural Grant Applications Review & Scoring
 ~ Special Art Proposal Meeting

Staff In Attendance:

Cindy Birdsill, Economic Sustainability Director
 Leonard Roberts, Assistant Economic Sustainability Director
 Cindy Dorrel, Special Projects Coordinator

Cultural Grants Review Guests: Kimberly Engelhardt, UM Festival Miami; Adam Cox, GableStage; Julian Kreeger, Friends of Chamber Music; Barbara Stein, Actors' Playhouse Productions; Doreen Marx and Byron Krulewitch, Sunday Afternoons of Music/Children; Araly Mendez, Miami Children's Chorus; Joey Quigley, Seraphic Fire; Lillian Manzor, University of Miami; Christine Pascual Fernandez, Norris Siert, Greater Miami Symphonic Band; Tracy Magellan, Patrick Griffith, Montgomery Botanical Center; Mark Hart, Coral Gables Congregational Church Community Arts Program; Sandra Glorian, Chopin Foundation of the United States; Robert Rosenberg, Coral Gables Cinemateque; Bernarda Reyes, Greater Miami Youth Symphony

Recording Secretary and Minutes Preparation: Nancy C. Morgan, Coral Gables Services, Inc.

Motion Summary:

A motion was unanimously approved to accept the October 18, 2011 minutes as presented.

A motion was unanimously approved to allow new applicants to earn five additional points in grant application review and scoring (equal to total point allocation for final reports) based solely on the quality of the applications.

A motion was unanimously approved to disqualify CS10 Kiwanis Club of Little Havana and CS7 Gables Hispanic Cultural Foundation (applications for grants to fund fundraisers).

A motion was unanimously approved to remove CD9 University of Miami Festival Miami from the Cultural Development category and place it in the Cultural Series, Festivals and Special Events category.

A motion was unanimously approved to extend sufficient time without penalty for the Coral Gables Congregational Church to receive the required IRS 501C3 status letter.

A motion was unanimously approved to adjourn the Cultural Development Board meeting at 3:50 p.m.

A motion was unanimously approved to reclassify the Montgomery Botanical Center application from the Cultural Development category to the category of Cultural Series, Festivals & Special Events.

A motion was unanimously approved to recommend that the City Commission approve cultural grant funding as proposed.

A motion was unanimously approved to adjourn the FY2011-2012 Cultural Grants Review meeting at 6:00 p.m.

Dr. Matalon-Roth called the Board meeting to order at 3:20 p.m.

I. Review and Approval of October 18, 2011 Board meeting minutes:

Ms. Cole made a motion to approve the October 18, 2011 Board Meeting minutes as presented. Ms. Schulte seconded the motion, which passed unanimously.

II. Cultural Grant Notes:

- a. Final Reports update:** Ms. Birdsill stated that some additional FY2010-2011 Final Reports previously approved for a 30-day grace period were received timely and distributed to Board members prior to the meeting for evaluation and scoring.

Review and Scoring of Additional 2010/2011 Grant Cycle Final Reports:

Beaux Arts Festival: Dr. Matalon-Roth Score: 3.5

City Theatre/Camp Capawana: Ms. Uguccioni will report the score at the next meeting.

Civic Chorale: Ms. Schulte Score: 4

Miami Bach Society: Ms. Uguccioni will report the score at the next meeting.

University of Miami SEAMUS: Ms. Jochem Score: 4.5

- b. Grant applications update:** Dr. Matalon-Roth observed that new grant funding applicants were eliminated from scoring in the grant application category of final reports. Discussion ensued.

Ms. Schulte made a motion to allow new applicants to earn five additional points in grant application review and scoring (equal to total point allocation for final reports) based solely on the quality of the applications. Ms. Litt seconded the motion, which passed unanimously.

- c. Legal issue:** Ms. Birdsill described a legal technicality regarding applications that include bringing artists from sanctioned countries. Legal counsel was consulted. As a result, contract provisions will be revised to comply with federal statutes and procedures relevant to this issue.

- d. Fundraiser Applications:** Ms. Litt reported that applications received from The Kiwanis Club of Little Havana and for Gables Hispanic Cultural Foundation were for fundraisers.

Ms. Litt made a motion to disqualify CS10 Kiwanis Club of Little Havana and CS7 Gables Hispanic Cultural Foundation (applications for grants to fund fundraisers). Ms. Cole seconded the motion, which passed unanimously.

- e. UM Festival Miami:**

Ms. Schulte made a motion to remove CD9 University of Miami Festival Miami from the Cultural Development category and place it in the Cultural Series, Festivals and Special Events category. Ms. Litt seconded the motion, which passed unanimously.

- f. **Area Stage budget:** Ms. Litt pointed out a discrepancy in budget calculations for Area Stage, suggesting it might be more appropriately placed in another cultural category. Mr. Roberts, a CPA, reviewed the application and determined that its category placement was correct.
- g. **Wallenstein applications:** Ms. Litt suggested that competitions not be funded in the future.
- h. **Coral Gables Congregational Church Community Arts Program:** Ms. Birdsill reported that this organization still has not received an official letter from IRS regarding its 501C3 status. However, she stated that Mr. Hart had provided sufficient evidence that the status is current, lacking only the aforementioned letter.
Ms. Cole made a motion to extend sufficient time without penalty for the Coral Gables Congregational Church to receive the required IRS 501C3 status letter. Ms. Daly seconded the motion, which passed unanimously.
- i. **Cultural Grants issues discussion:** Dr. Matalon-Roth led a discussion about the issues and overall approach to evaluating and determining grant awards. Board members were asked to be prepared with suggestions to improve all processes at the January meeting. Dr. Matalon-Roth recommended inviting elected officials to board meetings. Ms. Schulte recommended that grant applicants invite officials to attend their performances.

III. Grantee Programs and Events:

- a. **Board member reports on programs/events visited:** Board members who attended recent cultural performances reported their findings.
- b. **Next month's programs and events:** Ms. Birdsill distributed the Coral Gables Cultural Grantee FY2011-2012 program calendar and Caroling Competition information.

IV. Additional Board Business: No meeting in December 2011.

V. General City Update: Ms. Birdsill reported that the City Commission approved the temporary placement of Will Ryman's sculpture, *The Roses*, within Cartagena Plaza after the close of Art Basel.

VI. Adjournment:

Ms. Litt made a motion to adjourn at 3:50 p.m. The motion was seconded by Ms. Cole and unanimously passed.

Next Meeting: Wednesday, January 25, 2012, 8:00 a.m.

Respectfully submitted,



Cynthia Birdsill
Economic Sustainability Director and Secretary to the Board

The FY2011-2012 Cultural Grants review meeting began at 4:10 p.m.

Dr. Matalon-Roth welcomed guests and explained the procedure for grant application review and scoring. It was reported that grant applications received from Gables Hispanic Cultural Foundation and The Kiwanis Club of Little Havana were disqualified because they were fundraising events. Applications scoring below 80 would be eliminated from grant award consideration. The grant funding review, scoring and allocation process was conducted, visibly displayed, and results were announced as follows:

FY2011-2012 Cultural Development Grant Applications Review and Scoring:

Requested: \$15,000	<u>CD5 Fairchild Tropical Botanic Garden</u>	Awarded: \$7,000
	Scoring: 99	
Requested: \$15,000	<u>CD1 Actors' Playhouse Productions</u>	Awarded: \$6,500
	Scoring: 97	
Requested: \$15,000	<u>CD6 GableStage</u>	Awarded: \$6,500
	Scoring: 95	
Requested: \$15,000	<u>CD3 Coral Gables Cinemateque</u>	Awarded: \$6,500
	Scoring: 94	
Requested: \$15,000	<u>CD2 Area Stage*</u>	Awarded: -0-
	Scoring: 78	

*New applicant. Applicant had the opportunity to answer questions from the Board, and had its score reconsidered after initial scoring, as the representative from Area Stage had been mistakenly directed to City Hall for the meeting, and was late and not available to answer questions for the initial scoring. The score was increased after discussion, but still failed to meet the minimum for consideration.

FY 2011/2012 Cultural Series, Festivals & Special Events Grant Applications Review and Scoring:

	<u>CS13 Seraphic Fire</u>	
Ms. Schulte and Ms. Litt recused themselves from voting on this application.		
Requested: \$10,000	Scoring: 100	Awarded: \$5,000
Requested: \$10,000	<u>CS14 Sunday Afternoons of Music/Children</u>	Awarded: \$5,000
	Scoring: 98	
Requested: \$10,000	<u>CS3 Coral Gables Congregational Church</u>	Awarded: \$5,000
	Scoring: 97	
Requested: \$10,000	<u>CS2 Chopin Foundation of the United States</u>	Awarded: \$4,000
	Scoring: 94	

FY 2011/2012 Community Grant Applications Review and Scoring:

Requested: \$5,000	<u>C2 Merrick Festival</u> Scoring: 96	Awarded: \$2,000
Requested: \$5,000	<u>C3 Orchestra Miami</u> Scoring: 84	Awarded: \$1,500
Requested: \$5,000 *New applicant	<u>C1 FundArte, Inc./Lip Service*</u> Scoring: 74	Awarded: -0-

Ms. Uguccioni made a motion to recommend that the City Commission approve cultural grant funding as proposed. Ms. Schulte seconded the motion, which passed unanimously.

Adjournment:

Ms. Cole made a motion to adjourn at 6:00 p.m. Ms. Litt seconded the motion, which passed unanimously.

Respectfully submitted,



Cynthia Birdsill
Economic Sustainability Director and Secretary to the Board