



**CITY OF CORAL GABLES**  
**CULTURAL DEVELOPMENT BOARD MEETING**  
**Tuesday, June 6, 2017 8:30 a.m.**  
**Historical Resources and Cultural Arts Department**  
**2327 Salzedo Street, 2nd Floor, Coral Gables, Florida 33134**

*Historical Resources &  
Cultural Arts*

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MEMBERS	J	A+	A	O	N+	D+	J	F	M	A	M	J	APPOINTED BY:
	16	16	16	16	16	16	17	17	17	17	17	17	
Claudio Pastor	-	P	P	E	P	A	P	P	P	P	P	E	Mayor Jim Cason
Geannina A. Burgos	-	P	P	P	P	P	P	P	E	P	P	P	Vice-Mayor Frank C. Quesada
Alfonso Perez	-	P	E	P	P	P	P	P	E	P	P	P	Commissioner Jeannett Slesnick
Betty Horwitz*			P	P	P	P	P	P	P	P	E	P	Commissioner Pat Keon
Dr. Fernando Alvarez-Perez	-	P	E	E	P	P	P	P	E	P	E	P	Commissioner Vince Lago
Dr. Bernice Roth	-	P	P	P	P	P	E	P	P	P	P	P	City Manager Cathy Swanson-Rivenbark
Dr. Rosa Maria Mayorga	-	E	P	P	P	P	P	P	P	P	P	E	Board Appointee

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

**STAFF:**

Dona Spain, Historical Resources and Cultural Arts Director, Historical Resources and Cultural Arts  
Catherine Cathers, Arts and Culture Specialist, Historical Resources and Cultural Arts

**GUESTS IN ATTENDANCE:**

None

**RECORDING AND PREPARATION OF MINUTES:** Catherine Cathers, Arts and Culture Specialist,  
Historical Resources and Cultural Arts

Dr. Roth called the Cultural Development Board meeting to order at 8:44 a.m. Ms. Horwitz attended the meeting remotely via conference call.

The Board was advised that Mr. Pastor and Dr. Mayorga were out of town. Both respectfully asked to be excused.

**Ms. Burgos made a motion to accept the absences of Mr. Pastor and Dr. Mayorga as excused. Mr. Perez seconded the motion, which passed unanimously.**

REVIEW OF MINUTES FROM MAY 02, 2017:

**Mr. Perez made a motion to approve the minutes of May 02, 2017. Ms. Burgos seconded the motion, which passed unanimously.**

Ms. Spain left the meeting at 8:49 a.m.

CORAL GABLES CULTURAL GRANTEE REQUESTS, UPDATES & REVIEWS:

Ms. Cathers stated that no modification requests have been received.

Board members and staff gave updates on cultural programs they've attended. Ms. Burgos reported that she attended the Miami Children's Chorus, stating that attendance was great and Commissioner Lago was also in attendance and made a presentation to a volunteer; Mr. Perez commented favorably on the Denman Fink exhibition at the Coral Gables Museum.

CORAL GABLES CULTURAL GRANT:

Ms. Cathers presented dates for the Fall Cultural Grant schedule. The Board unanimously agreed on the following:

- **Thursday, August 31<sup>st</sup> at 4:00 p.m. at the Coral Gables Youth Center – Cultural Grant Workshop**
- **Thursday, September 14<sup>th</sup> – Deadline for Cultural Grant Eligibility**
- **Friday, October 6<sup>th</sup> at 5:00 p.m. – Deadline for FY16-17 Final Report**
- **Friday, October 6<sup>th</sup> at 5:00 p.m. – Deadline for FY17-18 Cultural Grant Application**
- **Tuesday, November 7<sup>th</sup> at 8:00 a.m. – November CDB Meeting followed by FY16-17 Final Report Scoring at 9:00 a.m.**
- **Tuesday, December 05<sup>th</sup> at 8:00 a.m. – December CDB Meeting followed by FY17-18 Cultural Grant Applications Review & Scoring at 9:00 a.m.**

The Board discussed the merits of attending the workshop as Board Members and whether it should coincide with a regular Board meeting. The Board-as-a-Whole expressed the importance of holding the workshop at a convenient time for applicants and that it not be scheduled around a Board meeting. Ms. Cathers asked Board Members to attend the workshop if possible and let her know if they will be present.

Ms. Cathers stated that the Arts & Business Council and Coral Gables Chamber of Commerce will be invited to make short presentations as part of the workshop.

The Board discussed how the Cultural Grant application review and scoring meeting will be conducted and agreed that one presenter per applicant will make opening comments regarding the application to begin the Board's discussion. It was re-stated that Board members will read and score all applications and may modify scores during the meeting prior to submitting them.

Ms. Cathers reviewed the protocol of the Board asking questions of any applicant in attendance and stated that attendees will be asked to refrain from making statements or offering information unless asked a specific question from the Board.

Mr. Perez asked for further information regarding the grant writing itself and if applicants are encouraged to use grant writers. Dr. Roth responded, stating that applicants are encouraged to reach out to City staff with questions and have the opportunity to have their application reviewed ahead of time. She went on to state the expense involved makes it cost prohibitive for the size of grant monies available. Dr. Alvarez-

Perez asked how the City can further assist in this area. Dr. Roth stated that this year new applicants are required to meet with staff and asked to make sure applicant's financials are thoroughly reviewed. Ms. Burgos mentioned other resources that applicants may be directed to. Ms. Cathers confirmed that while vendors may not be recommended, a support organization such as the Arts & Business Council may be able to respond to specific inquiries.

Ms. Cathers asked for input from the Board on incorporating Final Report scores in new applications as a method to reflect past performance. She gave an example from the County's grant process whereby expectations from an applicant's previous grant, captured in the Final Report, are noted within the new application scoring. For example: a Final Report score of 5 would not affect the application score; a Final Report score of 4 would deduct 1 point from the final application score, etc.; a new applicant's score would not be affected. The Board agreed on the concept and asked for further clarification at the next Board meeting.

#### ART IN PUBLIC PLACES, PROJECT UPDATES:

##### **Miracle Mile**

Ms. Cathers reported that the next Arts Advisory Panel meeting is scheduled for June 28<sup>th</sup> at 8:30 a.m. when they will review the next phase of the Artists' design concepts. She provided an overview of the process and project to date and also stated that funds are being requested through a State grant to support the project. It was noted that once the Panel feels they're ready, the proposals will be posted for public comment prior to going to this Board for a recommendation to the City Commission.

##### **Temporary Public Art Exhibition Proposals**

Board members received copies of two temporary public art exhibition proposals. Ms. Cathers asked the Board to first discuss general elements of temporary public art exhibitions prior to discussing the proposals specifically. She noted that at this time the proposals are broad and lack the detail necessary to make a recommendation and that the initial recommendation may come from the Arts Advisory Panel to this Board, who would then make a recommendation to the Commission.

The Board discussed who would be responsible for funding temporary exhibitions. Ms. Cathers stated that responsibility for funding is one of the components to consider and that budgets would include installation, insurance, security, etc. She added that other elements include siting and exhibition periods.

The Board agreed that the level of the artists proposed is in keeping with intent of the City to present quality work. Discussion continued regarding the intent of proposers (galleries vs. collections vs. individual artists), and cautioned to make certain that expectations and responsibilities are clearly defined. The Board also expressed the desire for a consistent administration and selection process.

Dr. Roth suggested further research to municipalities with similar programs. The Board agreed and recommended waiting on the proposals until a set process is in place.

#### DISCUSSION:

Dr. Roth stated a desire to establish a subcommittee to continue work on the fundraising concepts the Board previously discussed (for the purpose of providing supplemental funds to the grant program). The Board agreed that the amount of work involved is great and requires creative people who love the arts and whose expertise is in fundraising.

BOARD ITEMS / CITY COMMISSION UPDATE / CITY PROJECT UPDATES:

There were no additional items.

ITEMS FROM THE SECRETARY:

There were no additional items.

**A motion was called by Mr. Perez to adjourn the meeting and seconded by Ms. Burgos.  
The motion was unanimously approved.**

There being no further business to come before the Board, the meeting was adjourned at 9:47 a.m.

Respectfully submitted,

A handwritten signature in blue ink, reading "Dona M. Spain", with a long horizontal flourish extending to the right.

Dona M. Spain  
Historical Resources and Cultural Arts Director