



AGENDA  
ARTS & CULTURE NASSAU  
REGULAR MEETING  
\*TUESDAY (amended), SEPTEMBER 6, 2016  
6:00 P.M.  
PECK COMMUNITY CENTER RECEPTION ROOM  
516 S. 10th STREET

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF MINUTES**

**3.1. MINUTES**

Documents:

[REGULAR MEETING MINUTES 061316.DOCX](#)  
[REGULAR MEETING MINUTES 071816 BACKUP A.DOCX](#)  
[REGULAR MEETING MINUTES 071816 BACKUP B.DOCX](#)  
[REGULAR MEETING MINUTES 071816.DOCX](#)  
[REGULAR MEETING MINUTES 080216.DOCX](#)

**4. OLD BUSINESS**

**4.1. AMENDED ACN RESOLUTION LANGUAGE FOR THE CITY**

**4.2. WEBSITE REPORT FROM SANDRA**

**4.3. STRATEGIC PLAN REVIEW**

**5. NEW BUSINESS**

**5.1. EGANS CREEK PARK ART INSTALLATION**

**6. ADJOURNMENT**



*All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at 904-310-3115 or TTY/TDD 711 (for the hearing or speech impaired).*



\* Call to Order

6:00pm: Scott Mikelson

\* Members Present

Member Ruppel  
Vice Chair Barron  
Member Payne

**(No Quorum)**

\* Members Absent

Member McDannald  
Member Bolan  
Member Shea  
Member Powell  
Member Taylor  
Member Dawson  
Chair McDonald  
County Representative: Vacant

The following was discussed since there was no quorum:

There is concern that certain committee members routinely miss meetings. This needs to be discussed at the next meeting. Does the board need to adjust the resolution to make a quorum obtainable on a monthly basis?

\*Adjournment: 6:30pm

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Board Member

Date

\*Minutes recorded and transcribed by Scott Mikelson

## Arts and Culture Nassau, Requests for City Commission Consideration

1. Issue: ACN, is a city advisory board that meets once a month and requires a quorum of at least 6 members to conduct business. This has proved difficult as members have other obligations.

Request: We request that the resolution establishing the board be amended to allow arts and culture organizations to designate a representative and an alternate who can attend the meetings if the designated representative is unavailable. Alternates would have the power to vote on behalf of the organization that they represent.

2. Issue: Our enabling resolution specifically identified the organizations that would be represented on the board. As organizations have closed or organizations have been added, we have had to revise the resolution several times.

Request: We request that the resolution establishing the board be reworded so that we can revise the list of member organizations without having to have a new resolution.

3. Issue: As a county designated locally designated arts association (LDAA) we are required to represent the arts and culture organizations within Nassau County. The county requires that we have two members representing county arts and culture organizations outside of Fernandina Beach.

As a city advisory board, we have been told that only city residents or county residents representing a Fernandina Beach arts and culture organization can be allowed to vote. As a result, we have had difficulties recruiting members from other parts of the county.

Request: We request that the city find a way to revise our status so that county-wide arts organizations can participate on the board with full voting privileges.

**Report to Nassau County on the Activities of Arts and Culture Nassau for the Period of December 13, 2014 to December 12, 2015**

**Dear Mr. Selby,**

On behalf of Arts and Culture Nassau, thank you and your staff as well as the County Commissioners for your support over the past year. The mission of Arts and Culture Nassau is to promote the awareness, appreciation and interest in all types of arts and culture to the entire community within Nassau County as well as to facilitate cooperation and communication among with all those involved in the arts and culture community.

Toward those ends, Arts and Culture Nassau was involved in the following activities in the period from December 12, 2014 to December 12, 2015:

1. Installed a public arts project in downtown Fernandina Beach. The project consisted of totems highlighting over 20 county arts and culture organizations throughout the county. Artists from the Island Art Association designed the totems;
2. Year 2 of the strategic plan has been implemented. The council revisited the plan at the August monthly meeting;
3. Worked to identify and recruit possible Member to fill the vacant Nassau County position;
4. Made a presentation to the Nassau County Commission on the activities of the Arts Council and specifically the public art installation.
5. Made a presentation to Leadership Nassau on the role and purpose of the Arts Council;
6. Held a Community Forum on Marketing on March 8, 2015, facilitated by at the Amelia Island Museum of History. Held a Community forum on Volunteer Management on November 14, 2015 facilitated by Vicki Whittemore at the community room of the Fernandina Beach branch library. Both forums were free and open to the public;
7. Updated the Arts and Culture Nassau directory of county arts and culture organizations. ACN members will distribute brochures to member organizations as well as locations where citizens and tourists frequent;
8. Continued to research and explore grant opportunities for the arts.

Respectfully submitted,  
Evelyn McDonald, Chair  
Arts and Culture Nassau

## Notes on the 7/18/16 meeting of Arts and Culture Nassau

Attendees:

Alice Payne	Bob Bolan	Joe Marasco
Sandra Barron	Fran Shea	Marge Powell
Diane Withrow	Terri Dean	

NO QUORUM

Scott, Evelyn, and Terri met with the new city manager for Fernandina Beach, Dale Martin, and Terri reported on that meeting. She said Mr. Martin was cordial and open to hearing about ACN. Evelyn had previously emailed him 3 documents:

The strategic Planning document

The annual report to the county (attached)\*

Arts Council Issues for City Consideration (attached)\*

\*these are attached because ACN members would like copies

In the discussion Bob suggested, and all agreed, that we should also add to the list for city consideration the need to have all members terms be 3 years. The present set up, while probably beneficial in the beginning, is cumbersome and complicated to manage. Terri suggested Scott should write the resolution for the city and present it to us for review prior to its presentation to the city commission. All agreed.

Terri reported on her updates with the ACN Facebook page (Arts and Culture Nassau) and asked all to like and share.

There was considerable discussion on the website. Sandra does not like the structure. She wants the member organizations listed on the home page. Terri suggested we just drop the website as it is difficult to keep up and is little used. Only Sandra objected to this idea, most were neutral. Fran suggested Sandra meet with Liz to see what can be done. Sandra will be contacting Scott for Sunshine Law compliance.

Because there has been so much inconsistency lately with meeting dates, all agreed that the next meeting will be Monday August 1, even though it is only 2 weeks away. Bob Bolan had been contacted by Amy Crane the program director for arts funding for The Community Foundation of NE Florida. This group is a funding source. She is asking for a meeting with ACN as an umbrella group for arts groups in Nassau County. Bob is contacting her to see if she is available August 1.

There was discussion of the September meeting which falls on Labor Day. Two members have standing commitments for the 2<sup>nd</sup> Monday of the month and will not be able to attend if the meeting date is moved to the 2<sup>nd</sup> Monday. Nothing was decided.



\* Call to Order

6:00pm: Chair McDonald

\* Members Present

Chair McDonald  
Vice Chair Barron  
Member Powell  
Member Payne  
Member Bolan  
Member McDannald  
Member Shea

\* Members Absent

Member Taylor  
Member Dawson  
Member Ruppel  
County Representative: Vacant

\*Guests

Amy Crane, Community Foundation of Northeast Florida  
Tony McAdoo  
Diane Withrow: Future Board Member for Island Art Association / On City Commission Agenda  
8/2/16.  
Joe Marasco: Executive Director for Amelia Island Chamber Music Festival

\* Approval of Minutes

March 7, 2016: Motion Member Payne, 2<sup>nd</sup> Member Shea, all in favor

May 16, 2016: Motion Member Barron, 2<sup>nd</sup> Member McDannald, all in favor

April 3, 2016: Motion Member Bolan, 2<sup>nd</sup> Member Payne, all in favor

\*Old Business

City Manager Discussion

- Chair McDonald recapped the discussion between the City Manager, Scott, Evelyn and Teri.
- The committee compiled a list of priorities at the July meeting after Teri Dean discussed the meeting with the City Manager.
- Scott and Evelyn will go over these items and present them to the City Manager.
- There is an attachment to the July minutes that recaps these priorities.

\*New Business

Discussion on new membership

- Scott will contact Phyllis Davis with the History Museum to see if someone would fill in for Liz Taylor.
- Scott will contact Sandra Dawson about her absenteeism.
- Joe Marasco, Executive Director Amelia Island Chamber Music Festival, introduced himself. Mr. Marasco asked questions about our mission and how that should drive a lot of the decisions we make. We discussed with him the recent strategic planning workshop, which will help us align in a clear direction.
- Amy Crane, Community Foundation of Northeast Florida, introduced herself. Amy will be attending some meetings to get acquainted with the board. Arts and Culture Nassau may be considered for grants through the organization she represents.
- Tony McAdoo informed the board of an opening reception for the plantation artists' guild and gallery. The reception is Friday, August 12<sup>th</sup> from 5:30pm to 7:30pm. Guest artist is Jose Garcia.

\*Adjournment

7:07pm, next meeting is Tuesday, September 6, 2016.

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Board Member

Date

\*Minutes recorded and transcribed by Scott Mikelson