

## MINUTES

### **Arts, Culture and Entertainment**

Mayor-Elect Donna Deegan Transition

**Date: Friday, June 23, 2023 - 2pm**

Location: Don Davis Room at City Hall Atrium, 117 W Duval St, Jacksonville, FL 32202

Chair: Hope McMath

In Person: Liz McCoy, Yolanda Copeland, Chrys Yates, Alex E Michael, Shawana Brooks, Emily Moody, Mai Keisling, Yanira Cardona, Mark Walker, Barbara Colaciello, Katie McCaughan, Bobbie O'Connor, Jenny Hager, Tim Stephen, Christa Fatoumata-Sylla, Josh Taylor, MariaJose Abinuman, Kady Yellow, Jason Peoples, Toni Smailagić, Trey Ford, Mike Yokan

Zoom: Matt Shaw, Taryn Wharwood

Absent: Niveah Desirea

In-attendance as subject area experts: Diana Donovan, Kat Wright

Pat McCullough, Phil Perry, and Stephen Dare (senior advisors to Mayor Elect's Transition Team).

Legal Counsel: Joelle Dillard (Office of General Counsel)

1. **Call to order at 2:06 p.m.**
2. Welcome from Hope McMath
3. Introduction of Committee Members
4. Review of Sunshine Law Standards by Joelle Dillard (Office of General Counsel) See document at end
  - a. Public Records - all records must be retained and made available upon request (notes, texts, emails, etc.)
  - b. Public Meetings - Noticing, location, and timing of meetings was discussed for committee and sub-committee meetings.
    - Legal will get back with us as to the parameters around the time of day that meetings are held.
    - Have to have a quorum to conduct business. ( $\frac{1}{2}$  of members + 1 must be present in person)
    - Only members present in person can vote.
    - Meetings must be held in buildings that are easily accessible to the public – also ADA compliant.
    - All meetings (Committee and Sub Committee) must be noticed to the public (preferable 72 or 48 business hours prior to the meeting – no less than 24 hours is a requirement)
    - Discussion reiterating importance of not discussing business of committee with other committee members

5. Purpose of Committee and Community Agreements (see document at end)
  - Hope discussed how the committee would work together and expectations for how we will interact when meeting.
6. Areas of Focus and Proposed Subcommittees (see document at end)
  - Hope reviewed the charge for this committee, the roles of other committees and the fact that there will be overlap and synergy among some committees.
  - Questions were asked by committee members about how many committees an individual member could serve on. Hope mentioned that there is no rule against serving on multiple, but for members to be aware of how much a commitment they can make during what will be a brief time.
7. Timeline and Components of Report (see document at end)
8. Use of External Experts, Best Practices and other Resources (see document at end)
  - Questions were asked about how to engage people outside the committee in subcommittee work.
  - Hope and others stressed that Cultural Council staff and City employees will be the most likely to serve as a resource for our particular questions.
  - A process for inviting subject area experts to attend meetings or be available for fact finding was discussed.
9. Report Template (see document at end)
10. Subcommittee Leadership and Subcommittee Membership
  - Hope requested all members submit two choices for subcommittee service and indicate willingness to serve as co-chairs (each committee will have two chairs)
  - Committee assignment requests were submitted in person and by online attendees to create final list to distribute at next meeting.
11. Logistics - Schedule of meetings, location
  - There was discussion of meeting frequency, day and time.
  - The full committee decided to meet at City Hall an average of once a week.
  - The next meeting will be Wednesday, June 28 and that there will only be subcommittee meetings the week of July 4. After that meetings will be Monday afternoons from 2-4pm.
12. **Final Q&A**
13. **Public Comments**

Darlyn Kuhn and Kat Wright gave public comment
14. **Adjournment 4:11 p.m.**

## Meeting Documents

### Guiding Principles

- Be Transparent
- Be Aspirational
- Be Bold
- Be Intentional
- Be Innovative
- Be Collaborative

### Community Agreements - How We Will Work Together

- We will remain present - silencing phones, no side conversations, taking care of ourselves.
- We share time and space equitably: if we tend to participate a lot, we are intentional about moving back, if we tend to not participate much, we challenge ourselves to get in the mix!
- We use “I” statements and speak from our own experiences and feelings. We’re mindful with our words.
- We respect all identities, communication styles and personalities.
- We keep it lean by keep comments brief and to the point.
- We seek first to understand and assume positive intent.
- We give each other grace, knowing that we all make mistakes.
- We can be hard on issues but soft on people.
- We ask before we hug or use physical touch. We want a space where everyone feels safe, included, and empowered.
- We share the labor of our meetings.
- We avoid alphabet soup and coded language by unpacking acronyms or buzzwords.
- We infuse artful moments, mindfulness, and joy when possible!
- We leave our physical spaces in better shape than we found them.

## **Arts, Culture & Entertainment Committee Focus**

### **1. Support and retention of artists, cultural workers, and creative entrepreneurs**

- a. Propose opportunities for development of artists, cultural workers, and entrepreneurs through new and existing initiatives. (programs, investment opportunities, and incentives.)
- b. Identify barriers to viability for artists to live, work, and thrive in the city. Propose creative solutions.
- c. Identify opportunities to embed artists and cultural workers in work of city.
- d. Inventory spaces to activate for artists to create in and as venues for events and cultural programs.
- e. Convene artists, cultural workers, and entrepreneurs to identify areas most important to them.
- f. Meet with representatives of and consider ongoing collaboration between leaders along the creative talent pipeline - schools, universities, professional artist and youth, artists, mentors

### **2. Art in Public Spaces - Expansion and Equity**

- a. Meet with key stakeholders, including neighborhood organizations, artists, entrepreneurs and culture bearers
- b. Identify existing and brewing efforts for activating public spaces through arts and culture.
- c. Identify communities, neighborhoods, city orgs. underrepresented/under funded/ under leveraged.
- d. Propose action items to implement, connect, and improve public art efforts (ie. expansion of/ changes to public art ordinance)

### **3. Culture as destination**

- a. Meet with leaders of city-wide and neighborhood cultural events, festivals, entertainment venues to determine barriers and aspirations.
- b. Identify 'one-off' events and arts activations for evolution into sustained programs.
- c. Look for and strengthen the connective tissue between arts, culture, and entertainment and city-wide development and marketing efforts.
- d. Propose ways that city can better support sustained opportunities for arts organizations, local artists, and entrepreneurs to drive and benefit from cultural tourism.

### **4. Get Creative and Intentional With What We Have**

- a. Identify existing city-owned historic and culturally important spaces, dormant programs, or neglected venues.
- b. Meet with leaders in city departments and city-managed venues to understand underutilized assets and paused programs (ie. historic resources, The Ritz Theater and Museum, Civil Rights Trail report)
- c. Propose action items to reignite and reimagine assets the city already has, with the arts - those who create it, care for it and share it - as the catalyst.

**5. Elevating Arts, Culture & Entertainment in cross-sector collaborations to promote wellness, diversity, healing and social cohesion.**

- a. Meet with leaders in public health, arts & culture, and community development to find synergy and develop shared language around the central role of arts & culture in the health of a city and its people.
- b. Identify where existing city efforts around quality of life can benefit from arts leadership/ integration.
- c. Propose ways that the city can advance sustained collaboration between arts & culture, health, and diversity efforts.

## **Transition Team Focus Areas**

- Infrastructure
- Health
- Economic Development
- Public Safety
- Arts, Culture, and Entertainment
- Constituency and Community Outreach
- Military and Veterans

## **Charge to All Committees**

Provide solutions with accountability in mind, including specific goals and metrics that show the return on investment for taxpayers or success of a policy. If you uncover specific sources of state, federal, and public-private grants during your research and committee discussions, please include that information in your report as well.

## **Timeline and Components of Report**

- June 26 - Preliminary Progress Report due
- August 20 - Subcommittee Draft Reports sent to Chair.
- August 25 - Draft Final Report compiled and shared on to allow for review and public comment.
- August 29 - Committee provides final comments on report at meeting.
- September 5 - Final report is due.

## **Suggested Template for Reports**

1. NameofTransitionCommittee/Sub-Committee:
2. NamesofMembersofTransitionCommittee/Sub-Committee:
3. ExpertContributors(ifany):
4. DescriptionofCurrentConditions:
5. Recommendation(s):
6. Context:
7. Short-TermActions:
8. Long-TermActions:

Items 4-8 may repeat depending upon how many recommendations the committee intends to make. The report may also footnote any Sources that may have been used as referenced by the committee.