

TOWN OF HILTON HEAD ISLAND APPROVED
Arts and Cultural Strategic Planning Committee Meeting Minutes
December 7, 2015
3:00p.m. – Conference Room # 3

Committee Members Present: Chairman Jane Joseph, Vice Chairman Maryann Bastnagel, Jim Collett, Bob Lee, Ben Wolfe, Hannah Horne, and Lisa Snider and Meg Eberly (by phone)

Committee Member Absent: Janice Gray

Town Council Present: Kim Likins

Town Staff Present: Jill Foster, Deputy Director, Community Development

1. Call to Order

Chairman Joseph called the meeting to order and welcomed everyone in attendance.

2. FOIA Compliance

Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of the Agenda

The Committee **approved** the agenda as submitted by general consent.

4. Approval of the Minutes

The Committee **approved** the minutes of the November 16, 2015 meeting as presented by general consent.

5. Unfinished Business

None

6. New Business

A. Review ideas, issues and questions associated with final report.

Chairman Joseph reviewed a recent Island Packet editorial regarding the committee's efforts and draft recommendations that were presented to the Council in their annual workshop. The committee reviewed the issues raised by the editorial and made suggestions to ensure that the committee report addressed all of the issues adequately.

The committee discussed the latest draft of their report. Emphasis was suggested on the graph (in section IV.A) regarding the public's opinion whether the town should do more to expand or support efforts for arts & culture. It was also suggested that the number of volunteer hours should be highlighted. Other suggestions were made and some committee members will work with Chairman Joseph to incorporate additional information into the draft. Suggestions were also given of what to emphasize and include in the Executive Summary.

It was decided to try to make the final report available to the Town Council in time for presentation at the January 19, 2016 meeting. The committee also discussed methods to thank all participants of surveys, interviews, etc. It was suggested that we send emails or letters to everyone after we submit the final report, but before the Town Council meeting indicating that the report will be on the town's website. The communication would thank the people for their participation in our study and ask them to continue their support.

There will be one meeting in January 2016 to wrap up discussions of the final report prior to its distribution to Town Council. Date and time to be established later. (In order to be on the January 19th agenda, the report must be sent to the Administrative Assistant by January 7 for distribution.)

All committee members commended Chairman Joseph on her efforts to lead, organize, and motivate them as chairman, and complimented her on everything she has done to compile the draft report.

7. Adjournment

The meeting was adjourned at 4:00 p.m. by general consent.

Submitted By:

Approved By: January 4, 2016

Jill Foster
Deputy Director

Jane Joseph
Chairman