

AGENDA
CULTURAL DIVERSITY COMMITTEE
Pre-Committee Meeting
Bienes Conference Room
November 20, 2008
4:30 pm

I. Summary of Cultural Diversity Committee Impact

II. GOAL: Create a plan to expand access to cultural programs for all county residents. Facilitate the revision of the Cultural Diversity Program's Grant Guidelines and host a reprisal of the Animating Democracy program.

Objectives:

1. Identify a minimum of three (3) culturally specific groups that are underrepresented among current grant recipients.
2. Host a minimum of three (3) artist forums in collaboration with community based organizations, municipalities and/or multi-cultural organizations in the pre-identified culturally specific community designed to provide outreach to artists within community.
3. Facilitate the revision of the Cultural Diversity Program's Grant Guidelines to expand access to groups who represent and or significantly promote cultural diversity through their programming.
4. Host reprisal of the Animating Democracy program, preferably with a component designed to showcase local civic engagement projects.

III. CURRENT COMMITTEE:

Margaret Mitchell Armand, Chair 954-478-7510
Rose Bechard-Butman, Vice Chair (954) 463-7404
Eliza Gomez, ECL (954) 632-6426
Adriane Clarke, Staff Liaison 954-357-7530

Members:

Virginia Gomes	954-384-0405	Michelle Tuggle	954-584-4488
Nerissa Street	954-662-7827	Ibrahim Varol	786-252-8572
Lakshmi Subrahmanian	954-755-7091	Ben Williams	754-321-2005
Michael Everett	954-624-2017		

IV. SUGGESTION OF NEW MEMBERS FOR NOMINATION

V. PROPOSED MEETING SCHEDULE



Broward County Cultural Division CULTURAL DIVERSITY COMMITTEE

Meeting Minutes
November 20, 2008

Opening:

The Broward County Cultural Division's Cultural Diversity Committee's Pre-Committee Meeting was called to order at 4:05 pm on Thursday, November 20, 2008 in Main Library's Bienes Conference Room by Margaret Armand, Chair.

Present:

Margaret Armand, Chair; **Rose Bechard- Butman**, Co-Chair, Broward County Cultural Council **Adriane Clarke**, Broward County Cultural Division, Grants Management Specialist; **Eliza Gomez**, Broward County Emerging Cultural Leader, **Gessy Aubry**, Artist, **Nesly Boyer**,

A. Welcome & Introductions

Attendees introduced themselves and the organizations which they represent.

B. Opening Comments

The meeting began with a discussion about the purpose of the pre-committee meeting being to review the work done by the committee since its inception and the goals and objectives for FY2009. Committee members were provided with a listing of all Cultural Diversity Artists' Forums conducted from 2004 through 2008, all organizations who have applied for funding through the Cultural Diversity Grant Program a copy of the Cultural Diversity Committee's Year End Report for FY2008. In addition to the aforementioned handouts the meeting agenda outlined the committee's current goal, an outline of proposed objectives, and a list of current committee members.

Committee members asked questions about the impact of Cultural Diversity Forum and expressed that the committee should create a formal follow up process in the form of a survey to inquire with artists who had previously attended forums in order to determine whether they have participated in any other Cultural Division programs or utilized any other CD services.

The committee's chairs also expressed concern regarding the Cultural Division's website and whether it was considered user-friendly (design/language) by artists/community and whether the website could include an element which listed culturally-specific events taking place within the County. The groups also discussed whether a link between hotels and other travel sites could be made in order to further promote the county's cultural diversity.

Another suggestion was to create a listing of currently funded CDP recipients with information about each group as well as each group being invited to a committee meeting to give a brief presentation about their organization.

The meeting closed with a review of the current committee list and a suggestion to follow-up with committee members to review their ability and willingness to participate in committee work.

F. Adjournment:

Meeting was adjourned at 6:15 pm. The next committee meeting TBA, proposed date 1/22/2009 at 4:00pm.

Minutes submitted by: Adriane Clarke, Cultural Diversity Committee Staff Liaison

CULTURAL DIVERSITY COMMITTEE TASK LIST FY2009

TASK	ASSIGNMENT	SUBCOMMITTEE/ MEMBER	DUE	PRIORITY
Meeting Schedule	Confirm meeting schedule	ADMINISTRATIVE CLARKE, ADRIANE	December 2008	HIGH
Assess interest/ability to participate of current committee members	Email current committee members Chairs to follow up phone calls if no response	ADMINISTRATIVE ARMAND BECHARD-BUTMAN CLARKE	January 2009	HIGH
Identify new committee members	PHASE I: Assess interest/ability to participate on committee and obtain resumes to forward to BCC for approval	ADMINISTRATIVE	February 2009	HIGH
Track participation by grant applicants and forum attendees	PHASE I: Create follow up survey for Cultural Diversity Grant Applicants & Forum attendees	OUTREACH	ONGOING	
Compile names and contact information of CDP grant applicants and forum attendees	PHASE I: Review CDAF attendance, CDP Grant workshop and GIFTS Database to compile information	OUTREACH	ONGOING	
Review website for user-friendliness	PHASE I: Create summary of suggestions for Cultural Division	MARKETING	Feb 2009	HIGH

Awareness & exposure of Broward County based culturally-specific organizations and events	Marketing Staff			
	PHASE I : Create description of each currently funded CDP organization	GRANTS	ONGOING	
Plan Cultural Diversity Artists Forums	Identify venues and underrepresented populations to co-host forums	ADMINISTRATIVE PLANNING	January 2009	HIGH

TASKLIST

Possible subcommittees:

Administrative

Planning

Marketing

Outreach

Grants Guideline Review

Committee Member Expectations:

Contribute to the advancement of the committee's goals and objectives

Attend monthly meetings – 3rd Thursday of month, 4pm

Participate in a minimum of one subcommittee

Complete assignments as applicable

Participate in the planning/marketing/facilitation of a minimum of one Artists Forum

1 Representative must serve on 2020 Cultural Planning Task Force

1 Representative must sit on Broward County Cultural Council

1 Representative must serve on grant panel

1 Representative must review one Cultural Diversity Grant Program project

Make recommendations about potentially eligible culturally-specific organizations