



The Town of Hilton Head Island Finance & Administrative Committee Meeting

Tuesday, June 7, 2016
2:00 PM – Conference Room 3

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

1. **Call to Order**
2. **Freedom of Information Act Compliance**
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
3. **Approval of Minutes**
 - a. Finance and Administrative Committee Meeting, May 10, 2016.
4. **Unfinished Business**
None
5. **New Business**
 - a. Discussion Regarding Post-Contract (Town of Hilton Head Island/Hilton Head Island-Bluffton Chamber) Bid Process for Future Designated Marketing Organization Services.
 - b. Review of Town's Financial Statements-Quarter Ending March, 31, 2016.
6. **Executive Session**
 - a. Discussion Regarding the Town Manager's Annual Performance Review.
7. **Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

TOWN OF HILTON HEAD ISLAND
FINANCE AND ADMINISTRATIVE COMMITTEE MEETING

Date: May 10, 2016 **Time:** 3:15 p.m.
Members Present: John McCann, *Chairman*; and Tom Lennox, *Council Member*
Members Absent: Bill Harkins, *Council Member*
Staff Present: John Troyer, *Deputy Director of Finance*; Brian Hulbert, *Staff Attorney*; Jill Foster, *Deputy Director of Community Development*; and Cindaia Ervin, *Finance Assistant*
Others Present: David Bennett, *Mayor*; Kim Likins and Marc Grant, *Council Members*; Jane Joseph, *Arts and Cultural Strategic Planning Committee- Chairman*; Frank Soule; *Executive Director- Island Recreation Association*; Charles Brown, *Marriott*; David Ames and other members of the community.
Media: None

1. Call to Order:

The meeting was called to order at 3:15 p.m.

2. FOIA Compliance:

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

3. Approval of Minutes:

Mr. Lennox moved to approve the minutes from the Finance and Administrative Committee Meeting on May 3, 2016 at 1:00 p.m. Mr. McCann seconded, and the motion passed with a vote of 2-0.

4. Unfinished Business:

None

5. New Business:

a. Discussion regarding the creation of Hilton Head Island Cultural & Arts Network.

Mr. McCann, Chairman, explained that the committee feels that the Hilton Head Island Cultural & Arts Network (HHICAN) is a worthwhile project and wants to further discuss the options as far as forming such agency. Mr. McCann posed that one option could be that this agency be formed similar to the Hilton Head Island Economic Development Corporation (HHIBCC) and the executive director hired work at an office located at the Hilton Head Island-Bluffton Chamber of Commerce's office. Jane Joseph, Chairman- Arts and Cultural Strategic Planning Committee, stated that she has spoken to the Chamber and will be meeting again in the near future to discuss that HHIBCC's role in the HHICAN project. Ms. Joseph also mentioned that the Visitor Convention Bureau is limited to how their money is spent regarding marketing for the arts as all its funds need to be focused on advertising to visitors. Tom Lennox, Committee member, stated that it is important to define what role the HHIBCC should play in the arts, culture and heritage and also economic development. Mr. McCann stated another option to consider is having the executive director be hired as a full-time staff

member by the Town and also have a commission similar to some of the other commissions that currently are in place. Ms. Joseph stated that having a relationship with the Town is important but citizen input is important for those in the arts community and also the input of those that are skilled in other areas to be able to have a broad view of the arts. She also stated that the key is to hire a qualified professional and if that is a part of the Town's staff then she does not see a problem with that.

Kim Likins, Council member, stated that through research, other communities do have an executive director for the arts as part of its Town staff and it shows a commitment by the Town in a good way. She that felt it was important the hired individual not feel isolated and mentioned having the executive director not at Town Hall, but at another arts-related local office. David Bennett, Mayor, stated having the executive director of arts at the HHIBCC was not ideal as the Chamber is primarily focused on tourism. Mr. Bennett thought that there is value in involving the citizens in the Town's initiatives; he felt that HHICAN should have a similar model to the HHIEDC. Marc Grant, Council Member, asked what the job of the executive director would entail. Ms. Joseph responded that the executive director would be an internal consultant for the arts who would be able to bring new ideas to the community to communicate the arts information in a better way. Ms. Likins, desires having Hilton Head Island be known as an arts and cultural community as well as for golf and its beaches. Having HHICAN and its executive director help brand Hilton Head in that way will help. Mr. McCann thanked Ms. Joseph and all present for their time.

6. Adjournment:

Mr. Lennox made a motion to adjourn and Mr. McCann seconded. The motion passed with a vote of 2-0. The meeting was adjourned at 3:55 p.m.

Approved:

John McCann, Chairman

Respectfully submitted:

Cindaia Ervin, Secretary