



**Town of Hilton Head Island
Gullah-Geechee Land & Cultural
Preservation Task Force Meeting**

Monday, June 4, 2018 - 1:00p.m.

Benjamin M. Racusin Council Chambers

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 Agenda**
- 4. Acceptance of Meeting Minutes – May 21, 2018 Meeting**
- 5. Unfinished Business**
 - a) Gullah Liaison Primary Job Duties
 - b) Resource Center Update
 - c) Request for Proposal (RFP) Update
- 6. New Business**
 - a) None
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Adjournment**

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

Please note that a quorum of Planning Commission may result if five or more of their members attend this meeting.

Gullah-Geechee Land and Cultural Preservation Task Force

Meeting Minutes

May 21, 2018 – 1:00 PM

Council Chambers – Town Hall

Task Force Members present: Lavon Stevens, Palmer Simmons, Caroline McVitty, Todd Theodore, Martha Davis, Ibrahim Abdul-Malik, Shani Green, Joyce Wright

Town Council present: None

Community Development Staff present: Jayme Lopko, Jennifer Ray, Carolyn Grant, Charles Cousins, Shawn Colin, Teri Lewis

- Chairman Stevens called the meeting to order at 1:03 PM.
- The agenda for today's meeting and the minutes from the May 7, 2018 meeting were approved by consent.
- Chairman Stevens introduced Charles Cousins, Community Development Director to discuss the primary job duties for the proposed Gullah Liaison position. Chairman Stevens also passed out additional recommendations for the primary job duties. The Task Force discussed the timeline for creating and filling the position, the need for the person to be proactive, not using Ward One to describe the area, not limiting the number, name, or type of organizations the person should work with, and who this person would report to in the Town's organizational chart. Task Force members were asked to review the two documents and provide comments to Chairman Stevens before the next meeting.
- Jayme Lopko gave an update on the physical Gullah Resource Center. A temporary physical location will be set up in the lobby of Town Hall. Once the new Gullah Liaison position is filled, the intent would be to have a small conference room adjacent to their office that can be used for meetings as well as a resource center.
- Joyce Wright and Carolyn Grant gave an update on the digital Gullah Resource Center. The Task Force discussed having the content on the current Town's website with limitations versus creating a new independent website for the resources. There was general agreement that having the tie to the Town was critical and keeping the website as a resource only.
- Charles Cousins provided an update on the RFP. The Town Manager has authorized one member of the Task Force to be on the selection committee for the RFP. Mr. Cousins informed the Task Force about the procurement process and the importance of keeping it confidential and controlled. The Task Force felt that additional representation from the Task Force or the Gullah community was needed. Mr. Cousins indicated he would discuss the request with the Town Manager.
- Chairman Stevens opened the meeting for public comment and the following were received: a precedent has been set to allow people from the community on selection committees, the Task Force should pursue asking for more representation on the selection committee, and a resident asked if the Task Force could help with his specific situation.
- Chairman Stevens adjourned the meeting at 2:38 PM.

Submitted by: Jayme Lopko

Meeting date: May 21, 2018