

**The Town of Hilton Head Island  
Culture and Arts Advisory  
Committee Meeting**

**Wednesday, March 27, 2019**

**9:30 AM**

**Benjamin M. Racusin Council Chambers**

**AGENDA**

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**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**
- 4. Public Comment**
- 5. New Business**
  - a. CAAC DISC profile analysis and exercises
- 6. Old Business**
  - a. Discussion of implementing professional development series
  - b. Update on current projects
- 7. Adjournment**

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



**The Town of Hilton Head Island  
Regular Culture and Arts Advisory  
Committee Meeting**

**Wednesday, February 20, 2019**

**9:30 AM**

Benjamin M. Racusin Council Chambers

Committee Members Present: Bill Schmitt, Chairperson Jane Joseph, Vice Chair Carol Nelson, Andrea Murray, Miho Kinnas, Dan Shapiro, Tayloe Cook, Omar Perez

Members Absent: Kathy Reynolds, Linda Piekut, Terry Herron

Town Staff Present: Jennifer McEwen, Director of Cultural Affairs

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**1. Call to Order**

Ms. Joseph called the meeting to order at 9:30 AM.

**2. Freedom of Information Act Compliance**

Ms. McEwen confirmed that 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. Public Comment**

There was no public comment

**4. Approval of Minutes and Agenda**

Ms. Joseph requested a motion to approve the minutes of the January 23, 2019 meeting. Mr. Shapiro moved to approve the minutes. Ms. Murray seconded. The motion passed unanimously.

**5. New Business**

**a. Open Office Presentation by Dan Shapiro**

Mr. Shapiro presented Only Office, a Sharepoint clone. The committee does not utilize the Dropbox folder that we have set up. Only Office keeps all files in one space including calendar, email and files. Chairperson Joseph recommended that everyone visit the site and play around and we could give feedback at the next meeting.

**b. Conversation About Advocacy Role of the Committee**

Chairperson Joseph asked the committee, "What is our role going forward?" Chairperson Joseph gave background on the committee stating that we started by establishing infrastructure and communicating the current state of arts and culture on the island. Now that we have some projects going what should the future of committee look like? Revisit who we are representing. Is it the residents and quality of life or the tourists and tourism? Ms. Kinnas commented that she has noticed more partnerships occurring between arts and culture organizations on the island over the past year and she would like to see the Office of Cultural Affairs hosting more community events. Mr. Cook noted that he would like to see the Office of Cultural Affairs offer more professional development for artists to help them gain skills in accounting, marketing and fundraising. Mr. Shapiro thought that we could look at a model for professional development that outsourced committee members into the community based on skill set. Ms. Joseph followed up that the committee needs to act as the

staff for Jenn’s department. Ms. Nelson stated that she believes that the Office of Cultural Affairs is for both the residents and tourists and that our role is to increase visibility and support for arts and culture organizations in both fundraising and messaging,, as well as being an incubator for new ideas. Mr. Schmidt commented that he is a big fan of partnership across organizations and 12 people thinking about this is better than one. Chairman Joseph commented that arts and culture are important for residents and as an economic opportunity for the island. It is the CAAC’s role to put a voice to this message.

**6. Old Business**

**a. Review of Upcoming Community Events and Projects**

Ms. McEwen played the community mural video for the committee and reported about the large and diverse community turnout to participate. Ms. McEwen also gave an update on the fabric art project with the Island Rec and upcoming workshop dates. Ms. Kinnas noted the upcoming Junk Art Workshop at Shelter Cove on 4/19/19. Chairperson Joseph updated on BO Arts and the upcoming gala opening.

Ms. Nelson commented that the Art League could be a good potential partner for an exhibit of the lanterns post parade. Chairperson Joseph commented on finding a pop-up gallery space like the inside of the Dockside building or next to Sante Fe.

Ms. McEwen reported that the Americans for the Arts study analysis is complete and we are in edits and she will have the final report within the week.

**7. Adjournment**

Ms. Joseph asked for a motion to adjourn at 10:42. Mr. Shapiro motioned to adjourn and Mr. Cook seconded. All approved.

Submitted by:

Approved by:

March 27, 2019

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Jennifer McEwen  
Director of Culture & Arts

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Jane Joseph  
Committee Chair