



CITY OF WINTER PARK

Arts & Culture Alliance of the Public Arts Advisory Board

Regular Meeting
Casa Feliz

January 10, 2019
9:05 a.m.

MINUTES

The meeting was called to order by Clarissa Howard, Communications Director for City of Winter Park, at 9:05 a.m.

Staff Present: Clarissa Howard, Craig O'Neil, and Lindsey Hayes.

Voting Members Present: Betsy Gwinn, Ena Heller, Catherine Hinman, Susan Omoto, Peter Schreyer, Susan Skolfield

Agenda Items

- a) **Approval of December 6, 2018 meeting minutes:** Presented by Clarissa Howard.
Minutes moved by Susan Omoto and seconded by Betsy Gwinn. Approved unanimously.
- b) **Weekend of the Arts brochure:** Distributed by Clarissa Howard.
- c) **Items reviewed for approval:** Presented by Clarissa Howard.
 - i. VIP invitation list, invitation, program were all approved.
 - ii. Press release distribution on Friday, January 11.
 - iii. Special presentation by Annie Russell Theater received unanimous approval.
- d) **VIP Celebration**
 - i. A&C Alliance members should park at University Club to save spots for guests.
 - ii. Volunteers for guest check-in tables will be: Rachel, Lindsey, Monte and Lauren.
 - iii. Nametags will not be pre-panted, but guest will fill out their own that we provide.
- e) **Update from Leesa Bainbridge**
- f) **Next meeting: Thursday, February 7, 9 a.m. | Mead Garden**

Public Comments on non-agenda items

- Catherine Hinman will be reducing hours and responsibilities at Morse Museum
- WP Playhouse discount needs to be on event calendar page
- The Spring Preview at Cornell Fine Arts Museum is next week
- Rack Cards and holder should be provided by each Alliance organization for display at VIP Celebration.

Meeting adjourned at 9:45 a.m.