



**AGENDA
ARTS & CULTURE NASSAU
SUB-COMMITTEE MEETING
AUGUST 1, 2022
10:30 AM
ATLANTIC RECREATION CENTER
AQUATICS BUILDING
2500 ATLANTIC AVENUE
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DISCUSSION ITEMS**
 - 3.1 Roles and Responsibilities
- 4. ADJOURNMENT**



All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at 904-310-3115 or TTY/TDD 711 (for the hearing or speech impaired).

Arts and Culture Commission Nassau

(Formally known as 10-year plan)

(Updated June 21, 2022)

There are 3 major components of the plan that support commission members to serve as liaisons between the city, county and the arts community. This plan identifies both processes and tasks that lead to promoting awareness, appreciation and the endorsement of the arts programs.

A. Roles and Responsibilities for the Board

1. Annually review Nassau County and Fernandina Beach Arts and Culture resolutions: County Resolution 2010; City Resolution 2010-140 and Public Art policy.
2. Biannually review income from license tags and establish and monitor a working budget.
3. Develop a commission culture of mutual support and promotion of art and culture organizations.
4. Establish criteria regarding inclusion of newly formed organizations
 - Confirm annually organizations' vitae
 - Expand inclusion to newly formed organizations
 - Update Facebook page, website and brochure and any other publicity as appropriate
5. Review periodically and publish a brochure and distribute to Visitor Center, Chamber of Commerce, and member organizations.
6. Create and support an annual publicity plan for the license tag and grant programs.
7. Review grant applications as needed:
 - Due dates
 - Establish number of grants to be awards
 - Encourage grant recipients to submit materials for social media

B. Roles and Responsibilities of the nine (9) representatives from the Membership organizations:

- Regularly attend meetings as required by city policy
- Provide timely and updated information about ACN to their organization and members
- Provide grant information such as due dates for grants to their organization and members
- Education to their respective board and general membership of license plate sale
- Representatives encouraged to provide updates at commission meetings

C. Conduct Activities to Promote Arts in Nassau County

Host a public arts event every other year to promote CAN. Ideas include:

- Art Show featuring trash collected from beach (environmental or historical theme).
- Collaboration with other organization to sponsor art event.
- Booth at Museum for Home Tour; Shrimp Festival; Shrimp Drop (work with events staff member).
- Booth at Second Art Walk, Art on 8th Street or Farmer's Market

D. Yearly Summary of Projected Tasks by Month

Jan	Eeb.	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Establish Annual Budget			Review and Update Youth Grants		Review Budget		Publicity for Senior grant			Publicity for Youth Grant	Annual Report to City and County Commissioners
Annual Plan	Annual Plan	Annual Plan									
1/15 Youth Grant Due		3/15 Youth grant awarded		5/1 Youth grant close out				9/1 Senior Grant open		11/15 Senior Grant Due	
1/15 Senior Grant awarded		3/15 Senior grant close out									