



**AGENDA
ARTS & CULTURE NASSAU
REGULAR MEETING
AUGUST 7, 2023
12:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF MINUTES**
 - 4.1 July 2023 Regular Meeting Minutes
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. DISCUSSION ITEMS**
 - 6.1 Final Approval Of Temporary And Permanent Art Application
 - 6.2 Presentation By The Strategic Planning Committee
 - 6.3 New Committee Structure (Staff Will Present Recommended New Committee Structure For Discussion)
- 7. STAFF COMMENTS**
- 8. BOARD MEMBER COMMENTS**
- 9. 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).

The Arts and Culture Nassau Committee met on July 10, 2023, at City Hall in the Commission Chambers.

The meeting was called to order at 12:01pm.

Present were Chair Restiano, Vice Chair Reid, Member Shea, Member Robinson, Member Freeman,
Member Bias, and Member Wells.

Absent was Member Bean, Member Wild and Member Templeton.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

5.1 June 2023 Minutes

Vice Chair Reid made a motion to approve the June 2023 Minutes, Member Robinson Second;
All Aye.

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

6. DISCUSSION ITEMS

6.1 Temporary and Permanent Art Applications and Policy

Draft Temporary and Permanent Art Applications and Policy was presented to the committee by
Mr. Mikelson, Deputy Director of Parks and Recreation.

Chair Restiano asked staff to place this item with changes on the August 2023 Arts and Culture
Nassau Agenda.

6.2 Senior and Youth Grant Application

The final draft of the Senior and Youth Grant Application was presented to the committee by
Mr. Mikelson.

Vice Chair Reid made a motion to approve the presented application with the committee's edits
Member Shea second the motion; All Aye.

6.3 Strategic Plan Review

Vice Chair Reid gave the committee members an update on the Sub-Committee meeting which
was held by Strategic Plan Sub-Committee.

6.4 License Plate Sales Update

Chair Restiano presented six-month plate sale and numbers report.

7. STAFF COMMENTS

Ms. Vorrasi, Director of Parks and Recreation, updated the Committee Members on the status of the
Pirate Statue.

8. BOARD MEMBER COMMENTS

Member Freeman complimented the board on their progress this year.

Member Bias announced this was her last meeting. She will be moving out of town. Member Bias asked
which committee member would like to take over the Arts and Culture Nassau Facebook account.

Member Wells Volunteered to be the new Facebook admin.

Member Robinson recommended that the committee consider selling magnet decals for donation
revenue in the next fiscal year.

Chair Restiano asked Member Freeman if she was contacted by the Main Street Foundation to join the
200 Year Anniversary Committee, she replied that she has not yet been contacted.

Chair Restiano shared that Arts Alive! need teachers of all art genres to teach in this upcoming school year. He requested Ms. Rivera, Parks and Recreation Manager, to send the organization contact information out to the committee members if they are interested.

Chair Restiano alerted the committee that the Arts Leaders forum is coming up in September. Date to be announced at August 2023 Regular Meeting.

10. ADJOURNMENT 1:14pm

Member Shea made a motion to Adjourn, Member Wells seconded the motion; All Aye.

“Our mission is to support, promote and enhance the Arts in Nassau County and to provide a framework to network and address common concerns.”

**CITY OF FERNANDINA BEACH
PUBLIC ART APPLICATION**

The following criteria govern the selection of public art in the City of Fernandina Beach and will be utilized by Arts and Culture Nassau during the process of review, selection and approval of public art. It is understood that some criteria will have more relevance than others depending on the proposed artwork. This will be considered and the criteria weighted accordingly. Artists are strongly encouraged to meet with Arts and Culture Nassau or submit to them a preliminary concept application prior to completing this application.

A. Artistic Quality and Originality: The strength and originality and creativity of the artist's concept and demonstrated skill or craftsmanship.

B. Context: The appropriateness of the concept within the proposed architectural, geographical, socio-cultural, and historical context, including use of appropriate scale and materials for the site.

C. Diversity: Style, media, and creativity of the art within the context will be considered.

D. Local Art: Emphasis will be on local and regional artists whenever possible.

E. Feasibility: Budget, timeline, and probability of success

F. Design & Construction: Issues related to fabrication of the installation, its durability, resistance to vandalism, long-term maintenance issues, and weather permanence.

G. Support: Demonstrated community agreement/support for the project. ACN may choose to create an advisory group to represent the community in the selection process.

H. Public Safety: Meets all applicable building codes for public projects. The artist has shown due diligence in developing appropriate installation plans.

I. Other: ACN may adopt other project specific criteria pertinent to special considerations of the site, the project, or the Commission's specific intent, provided such criteria are clearly and completely stated.

Project Name:

Installation Type:

Permanent art collection

Temporary installation (up to 1 year)

Proposed Location*: _____

**A map of approved locations is available through the City of Fernandina Beach*

Artwork:

Type [e.g., sculpture, mural, etc.]: _____.

Artwork Description [include title, fabrication date, current location, medium, dimensions, materials and finishes, installation method, life expectancy]

Artist/ Applicant:

Name: _____

Address: _____

Phone: _____

Email: _____

I understand that approval of art by Arts and Culture Nassau does not automatically denote approval of all necessary City permits for the installation and display of artwork. Additionally, I understand if the artwork is accepted for temporary display and cost, I am solely responsible for acquiring all necessary permits and overseeing the installation and maintenance of the art. I am responsible for the care and maintenance of the art for the duration of the permitted display period and for the removal of art following the display period. I also understand that all donations of permanent art become the sole property and responsibility of the City of Fernandina Beach.

Signature: _____ Date _____

The following materials MUST be provided with the completed application form:

- Project description, including purpose, artist's rationale and/or intention for the proposed work, history and provenance of artwork, relationship of project to other community interest and activities, involved individuals and organizations if any.
- Illustrative and/or construction drawings of proposed work; scale model of proposed sculptural work strongly recommended.
- Scaled site plan and color images of proposed installation location and its context.
- Scaled illustrative drawings or model showing artwork in relation to proposed site.
- Description of short-term and long-term maintenance requirements.
- Artist resume, annotated exhibition list, and CD Rom and/or hard copy color images of other works.
- Project timeline, including (as applicable) fabrication, delivery, installation and removal.

Applications may be submitted by mail or hand delivered to:

City of Fernandina Beach Attn: Arts and Culture Nassau 204 Ash Street Fernandina Beach, FL 32034

To schedule a meeting for pre-approval prior to completing this application, please call the City of Fernandina Beach at (904) 310-3350 and request to be added to the Arts and Culture Nassau Agenda. At this meeting artists may submit a brief concept proposal and discuss the project with the ACN committee.

CITY OF FERNANDINA BEACH
TEMPORARY & PERMANENT PUBLIC ART ACQUISITION PROCESS

Arts and Culture Nassau (ACN) will evaluate and recommend public art for placement by following a standardized process that assures fairness and public input. Temporary art will be reviewed and accepted into temporary display up to one year through the following process:

General Criteria:

Assuring the highest quality of aesthetic experience for the citizens of Fernandina Beach is the primary criterion for selection of public art. The objective is to develop a worthwhile, enduring, and varied collection of artworks in public spaces.

In commissioning or accepting public art, the following general criteria apply:

- A. Media:** All visual art forms and materials will be considered.
- B. Style:** Artwork reflecting any school, movement, method style will be considered.
- C. Range:** Artwork may be functional or non-functional; conceptual or tangible; portable or site-specific; including folk art, craft, or fine art.
- D. Character:** Artworks must be appropriate in scale, media, style, and content to the project and environment to which they will relate.
- E. Permanence:** Consideration should be given to structural and surface integrity and the use of materials appropriate to the location to minimize or eliminate maintenance and repair costs.
- F. Public Safety/ Liability:** Artworks and art places must be free of unsafe conditions or other factors bearing on public liability.
- G. Diversity:** In selecting works, the City will strive for diversity, reflecting the social, ethnic and cultural fabric of the community.

FOR PERMANENT PUBLIC ART INSTALLATIONS ONLY:

Funding for purchase or commission of specific works of public art may be developed through the City budget process, grant or fund-raising activities, private or corporate donations, or any other process of ACN and the City of Fernandina Beach in accordance with its rules. The Public Art Selection and Acquisition Policy does not obligate or guarantee funding for public art.

Arts and Culture Nassau Public Art Acceptance Policies

Site Selection:

Through partnership with the City of Fernandina Beach Historic District Council and the City of Fernandina Beach, Arts and Culture Nassau has developed a map of recommended locations for both temporary and permanent public art displays.

In the selection of locations for the installation of proposed public art, ACN strives to place public art in appropriate sites throughout the community with the objective of providing quality art to the greatest number of citizens.

The objective is to develop a worthwhile, enduring, and varied collection of artworks in city public spaces that enhances, enlivens, and enriches the City while reflecting the values of the community.

Selection Process:

All public art in Fernandina Beach will be determined through a process overseen by ACN. The objective of the ACN selection process is to allow for broad representation of community interests in the selection of public art.

Selected artwork will be original work completed by the submitting artist.

FOR PERMANENT PUBLIC ART INSTALLATIONS ONLY:

For each approved site for public art, ACN will oversee the art selection process. For permanent artwork, recommendations will be forwarded to the City Commission for approval. Artwork may be selected by purchase, commission, donation, or by contract with the artist as part of a design team.

The following criteria govern the selection of public art in the City of Fernandina Beach and will be utilized by ACN during the process of review, selection and approval of public art:

A. Artistic Quality and Originality: The strength and originality and creativity of the artist's concept and demonstrated skill or craftsmanship.

B. Context: The appropriateness of the concept within the proposed architecture, geographical, socio-cultural, and historical context, including use of appropriate scale and materials for the site.

C. Diversity: style, media of the art within the context. Emphasis will be on local and regional artists whenever possible.

D. Feasibility: Budget, timeline, and probability of success

E. Design & Construction: Issues related to fabrication of the installation, its durability, resistance to vandalism, long-term maintenance issues, and weather permanence.

F. Support: Demonstrated community agreement/support for the project. ACN may choose to create an advisory group to represent the community in the selection process.

G. Public Safety: Meets all applicable building codes for public projects. The artist has shown due diligence in developing appropriate installation plans.

H. Other: ACN may adopt other project specific criteria pertinent to special considerations of the site, the project, or the Commission's specific intent, provided such criteria are clearly and completely stated.

Administration of Program

Arts and Culture Nassau will manage implementation of public arts programming as follows, coordinating with others (City staff as appropriate and necessary):

A. Encourage, identify, and accept public art sites, locations and projects.

B. Approve or reject artwork using outlined criteria.

C. Work with city staff to determine physical and logistical components of art installation. In some cases, the artist may be responsible for acquiring additional permits outside of the Public Art permit process.

D. Approval of any necessary signage, including identification labels and/or plaques.

E. Arts and Culture Nassau may convene community panels to advise in the art selection process.

F. Serve as resource, guide, and counsel to the City Council and the City Manager regarding public art related issues.

G. Serve as resource, guide, and counsel to the City Council and the City Manager regarding public art related issues. (Permanent installations only.)

Ownership/Copyright/Reproduction/Re-siting

A. Temporary art works remain the property and responsibility of the artist while on display.

B. Permanent works of art will remain the property and responsibility of the City of Fernandina Beach until such time as ownership is transferred to another party.

C. The City intends that the work shall remain accessible to public viewing for the entirety of the permitted display period or as long as the City owns the work. However, in some cases permanent artwork may need to be removed from display.

D. The City retains the right to transfer work from one City-owned site to another, as it deems necessary, in consultation with the artist for all temporary art.

- E. The City retains the right to transfer work from one City-owned site to another, as it deems necessary, to place the work in storage, in another facility, to make a temporary loan to another agency or organization, or to resell.
- F. The City retains the right to deaccession works of arts it no longer desires to retain as a component of the public art program prior to the end of the temporary display period as necessary. In cases of temporary art, the work will be returned to the artist.

Artists' Responsibilities for Temporary Art

- A. Overseeing and completing installation of artwork.
- B. Arts and Culture Nassau plaque attached to artwork (paid for by ACN).
- C. Acquiring all appropriate permits as required through city policy.
- D. Maintenance and upkeep of art.
- E. Removal of art at the end of the permitted display period or deaccession. Artists may apply for extension of display period utilizing the standard public art permitting process.

Accepting Donations or Acquisitions of Artwork – (Permanent installations only)

In addition to supporting the Public Art Program via financial assistance or the grant of land or long-term easements for public art, private parties and other entities may offer to donate completed or proposed works of art to the City of Fernandina Beach under the Public Art Program.

It is the responsibility of Arts and Culture Nassau to review such proposals for consistency with the Public Art Program goals and, where appropriate, either accept or reject such gifts to the city.

All such determinations reside with the ACN and any committee appointed thereby, as the designee of the Fernandina Beach City Commission. In evaluating offers of donated artwork, the ACN will use the procedures and criteria established to determine the appropriateness of both the proposed site and the extant or proposed work of art.

The ACN will make a recommendation to the City Commission based on the acceptance of the proposed artwork. If the Commission approves the work of art, installation and maintenance of the work will be the responsibility of the City of Fernandina Beach. In most cases, installation will be performed with the artist's input.

Mission (Purpose, why you exist)-

A commission to foster positive interaction, dialogue, and collaboration among the county-wide arts organizations. In addition, our mission includes recommending and facilitating public art installations for the enjoyment of businesses, visitors, and residents.

~~To support, enhance and promote the arts throughout Nassau County.~~

Vision (What we want to achieve in the long term)

Arts and Culture Nassau (ACN) actively works with all the Nassau cities and towns as the recognized county-based agency, expanding, promoting, and recommending public art installations. ACN is a resource that fosters the collaboration of ideas, new programs, infrastructure, events, and provides grants. ACN will establish new funding sources to increase arts support for the enjoyment of residents, businesses, and visitors county-wide.

~~Arts and Culture Nassau, (ACN) actively works with all the Nassau cities and towns as the recognized county-based agency, expanding, promoting, and recommending public art installations. ACN fosters the collaboration of ideas, new programs, infrastructure, events, and provides grants to 501 (c) 3 arts and culture organizations. ACN will establish new funding sources to increase arts support for the enjoyment of residents, businesses, and visitors countywide.~~

WHAT WE VALUE:

- Vibrant, healthy, direct communication among the county-wide arts and culture organizations and the supporting agencies in the towns and cities.
- A high level of service to all residents and businesses.
- Collaboration with the arts and culture leaders, county and city leaders, Main Street, CVB, and public and private business partnerships.
- Trust, transparency and respect among our members and the related agencies of the county.
- Grants supporting senior and youth focused programs.
- The advancement of Public Art in the county.
- Disseminate information that advances the arts in the county to supported organizations.

- Arts opportunities for children of all ages.
- Diversity, equity, and inclusion.

WHAT WE VALUE:

- ~~Vibrant, healthy, direct communication among the county wide arts and culture organizations and the supporting agencies in towns and cities.~~
- ~~A high level of service to all residents and businesses.~~
- ~~Collaboration with the arts and culture leaders, leadership in county and cities, Main Street, CVB, and public and private business partnerships.~~
- ~~Trust, Transparency and respect among our members and the related agencies of the county.~~
- ~~Grants supporting senior and youth focused programs.~~
- ~~The advancement of Public Art in the County.~~
- ~~Disseminating information that advances the arts in the county to arts and culture organizations.~~
- ~~Arts opportunities for children of all ages through High School.~~
- ~~Diversity, equity, and inclusion.~~

ARTS AND CULTURE NASSAU TIMELINE FOR STRATEGIC 3 YEAR PLAN.

April to August:

Review where we are now- swot analysis.

Create mission, vision, and value statements.

Send mission, vision and values to board for review.

August to October:

Establish goals and objectives.

Tactics to achieve plan goals.

Review other 3–5 year plans.

Key Performance Indicators

Write the plan.

November to December:

Establish 2024 objectives.

Present, discuss and approve a final plan.

Proposed Committee Structure

Arts and Culture Nassau shall be comprised of 11 voting members. There shall be two (2) members designated by Nassau County, representing unincorporated Nassau County. There shall be two (2) members designated by the City of Fernandina Beach. There shall be one (1) member designated by the Town of Hilliard. There shall be one (1) member designated by the Town of Callahan. Organizational members shall be chosen from any and all non-profit arts & culture-related organizations within Nassau County. These five (5) members shall represent one or more of the following: music, arts, culture/history/writing, or performing arts/theater. Consideration shall be given to allow for variety within the organizational members.

Proposed New Structure	
Jurisdiction/ Location	# of Seats
Unincorporated Nassau County	2
City of Fernandina Beach	2
Town of Hilliard	1
Town of Callahan	1
Local Organizations – Organizations must represent one or more of the following: <ul style="list-style-type: none"> • Music • Arts • Culture/History/Writing • Performing Arts/Theater 	5