



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners
FROM: Dr. Roy L. Virgin, City Manager
BY: Camasha Cevieux, Director of Cultural Affairs
DATE: October 29, 2025
RE: Temp. Reso. 8558 Cultural Center - Artspark Advisory Board Report

1. Introduction

- Title: Cultural Center | ArtsPark Advisory Board
- Staff liaison: Jenae Duarte 954-602-4512
- Purpose of the Report: To give a comprehensive overview of the Cultural Center | ArtsPark Advisory Board.
- Background: The Board was created upon completion of the Cultural ArtsPark to act in an advisory only capacity to the City Commission. The Board is to act as a liaison between the City Commission and the Community.

2. Board Composition

Name	Role	Appointment Date	Qualifications
Latoya Danford-Stewart	Chair	1/17/2018	Commission Appointed
Kyra King	Vice Chair	11/27/2017	Commission Appointed
Geraldine Echeto	Member	10/01/2025	Commission Appointed
Valery Figueroa	Member	05/07/2025	Commission Appointed
Lorraine Tracey	Member	06/12/2019	Commission Appointed

3. Meetings and Activities

- Meeting Schedule: The Board meets on 2nd Tuesday's monthly. This period (June 1 – October 1) the Board met three of the five dates due to cancellations from the Board.
- Summary of Activities: The board continues to discuss its Charter and are refining its role and responsibilities to best serve the Community and Cultural Center.
- Public Engagement: Board Members attended the October 1st Commission Meeting to help promote Cultural Center events and activities for the new Season; as well as recognizing ARTober alongside Cultural Affairs Staff as the Proclamation was read into record by Mayor Messam.

4. Accomplishments and Outcomes

- Major Accomplishments: The Board welcomed two new members, one of which had to step down due to scheduling conflicts; their seat was refilled at the October 1st Commission meeting and is expected to attend the upcoming meeting in November.
- Impact: Previous Board restructuring efforts will need to be revisited with the new members to get a consensus on the initiatives to be pursued moving forward.

5. Challenges and Lessons Learned

- Challenges Faced: Upheaval from losing two Board members as we were making strides in redefining how the Board would activate in a more substantive way.
- Lessons Learned: The Board will push forward even without quorum to keep the energy moving forward.

6. Financial Overview

- Budget Summary: There is currently no Budget for the Cultural Center | ArtsPark Advisory Board.
- Funding Sources: N/A.
- Financial Management: N/A

7. Future Plans and Recommendations

- Upcoming Projects: There are no projects currently pending for the Board.

- Strategic Goals: The strategic goals and objectives are expected to be discussed over the upcoming meetings of the Board.
- Recommendations: The Board are recommending earlier participation in the Cultural Centers planning for upcoming seasons and will meet with the Director in the next meeting in November.

8. Conclusion

- Summary: The Board is finding its stride and working to establish future goals. The new members are excited to get involved and push forward new ideas and energy into the Cultural Center.