




**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor & City Commissioners

**FROM:** Dr. Roy L. Virgin, City Manager 

**BY:** Camasha Cevieux, Cultural Affairs Department Director

**DATE:** March 27, 2025

**RE:** Temp. Reso. No. 8392 – Cultural Center ArtsPark Advisory Board Update

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Advisory Board Report Cultural Center | ArtsPark

The intent of the report is to provide a comprehensive overview of the board's activities, accomplishments, and future plans.

**1. Introduction**

- Name/Title of the board: Cultural Center | ArtsPark Advisory Board
- Contact Information/staff liaison: Jenae Duarte 954-602-4512
- Purpose of the Report: To give a comprehensive overview of the Cultural Center | ArtsPark Advisory Board.
- Background of the Advisory Board: The Cultural Center | ArtsPark Advisory 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.
- Scope of the Report: This report will cover the history, overview of activities and accomplishments; as well as future planning efforts for the Board.

**2. Board Composition**

<b>Name</b>	<b>Role</b>	<b>Appointment Date</b>	<b>Qualifications</b>
Roslyn Alic-Batson	Chair	04/20/2005	Commission Appointed
Latoya Danford-Stewart	Vice Chair	1/17/2018	Commission Appointed
Kyra King	Member	11/27/2017	Commission Appointed
Lori-Ann Cox	Member	07/6/2022	Commission Appointed
Lorraine Tracey	Member	06/12/2019	Commission Appointed

- For this period the attendance rate of the Board was 98% for meetings held.

### **3. Meetings and Activities**

- Meeting Schedule: The Board meets on 2<sup>nd</sup> Tuesday's monthly. This period (June 1 – October 1) the Board met two of the five dates due to weather (June 11: rain/flooding and Hurricane Milton precautions October 8). August the Board were off for summer.
- 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: All Board Members continuously promote Cultural Center events and activities to their respective community and or professional organizations to boost engagement and sales.

### **4. Accomplishments and Outcomes**

- Major Accomplishments: The Board is in the process of restructuring.
- Impact: NA

### **5. Challenges and Lessons Learned**

- Challenges Faced: Weather during Hurricane season impaired two of the five dates available for meetings.
- Lessons Learned: The Board will attempt to do virtual meetings when necessary, in the future.

## **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.