



ART IN PUBLIC PLACES BOARD

TUESDAY, FEBRUARY 10 9:00 A.M

BUILDING, ZONING, AND PLANNING DEPARTMENT
CONFERENCE ROOM, 2ND FLOOR ROOM 250

1. Attendance
2. Approval of Minutes: January 22, 2004
3. Review of Budget for the Art in Public Places Program
 - a. Art Basil
 - b. Art Consultant (Cesar Trasobares)
 - c. Community Center Art
 - d. Village Hall and Fire Rescue Station
4. Election of Treasurer
5. Community Center Art in Public Places Program
 - a. Webpage Link - final approval
 - b. Newspaper advertisements
 - c. Mailing Lists
 1. Gallery Lists
 2. Special Invitation Lists
 3. County List
 - d. Review Schedule

BOARD MEMBERS TO BRING E MAIL LISTS TO THE MEETING

6. Review of Work Schedule
7. Public comment.
8. Next Meeting Date: Agenda Items Recommended by Committee
8. Adjournment



**Village of Key Biscayne
Art in Public Places Board
JANUARY 22, 2003
9:00 A.M.**

Members Present: Marilyn Borroto, Veronica Scharf
Garcia, Lourdes Joffre Collette, Conchita Sarnoff

Staff Present: Jud Kurlancheek and Maite Miyares

Consultant: Cesar Trasobares

Public: None

1. Approval of Minutes
Minutes for the January 6, 2004 meeting were approved.
2. Call to Artists
 - Reviewed classified advertisements
 - Reviewed and approved new schedule
 - Set new deadline for artist's submission: May 21, 2004
 - Reviewed and Edited Artist Selection Criteria
3. Civic Center Art in Public Places Program
 - Staff directed to come back with budget for the Civic Center Project.
4. Community Center Art in Public Places Program
 - The call to artist flyer was reviewed, edited and approved by the Committee.
 - The committee delegated final approval of the flyer to Conchita Sarnoff.
 - Text was approved to be used on the Village website.
5. Next Meeting
 - Next meeting is scheduled for February 10 2004 at 9 a.m.
5. Adjournment 5:30 p.m.



2004 PUBLIC ART WORK PROGRAM AND IMPLEMENTATION SCHEDULE

Meeting Date and Task Dates	TASKS
Jan 14 Meeting	Review and finalize material Committee members give staff e mail lists, galleries, and artist lists Cesar obtains artists lists, County list, and gives to staff
Jan 22	Approval Artist Selection Criteria Reviews e mail lists and publications-VKB staff to place advertisements and blast e mail Cesar to get County list of artists and give to VKB staff who will mail out Call to Artists Approves the final Call to Artist Publication Reviews webpage (work in progress) Requests Art in Public Places Program Budget Spreadsheet
Jan 28	Cesar approves Website Links, submits e mail lists to staff Maite complete places advertisement in publications Jud completes e mail lists and read to blast County mailing list ready to be mailed
Feb 10 Meeting	Board authorizes the issuance of Call to Artists
Feb 18	Cesar submits outline for Master Plan for Committee review and approval Cesar submits Artwork Loan Program and Gift Procedures
Mar 2 Meeting	Review of draft outline for Master Plan
Mar 23	Board completes short list and requests models and detailed description of artwork
April 6 Meeting	Board approves final draft outline of Master Plan Board approves Artwork Loan Program and Gift Procedures
May 4 Meeting	
May 21	Deadline for artists submissions
May 24 Meeting	Board starts review of submissions and determines which ones do not meet minimum qualification
June 1 Meeting	Board completes task of identifying submissions which do not meet minimum qualifications Board completes tasks of identifying those submission which show -some interest-interest-most interest
June 8 Meeting	Board identifies top submissions for interviewing

	Board interviews short list and selects Artist and artwork for consideration by Council
June and July	Staff negotiate agreement with artist and submit for Council approval Meetings with architects/building contractors to adjust electrical/media/other technology
July 6	Board approves Art Master Plan Board approves Loan Program Guidelines and Solicitation Plan
July 27	Council approves Board selection and contract for Artist and artwork
Aug 31	Council approves Art Master Plan, Loan Program, and Gift Procedures
Aug-Dec 2004	Oversee fabrication and development of Artwork



**VILLAGE OF KEY BISCAYNE
NOTICE OF PUBLIC MEETING REGARDING THE
ART IN PUBLIC PLACES BOARD**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ART IN PUBLIC PLACES BOARD WILL HOLD A PUBLIC MEETING ON FEBRUARY 10, 2004, 9:00 A. M., IN THE BUILDING, ZONING, AND PLANNING DEPARTMENT CONFERENCE ROOM OF VILLAGE HALL (SECOND FLOOR), 88 W. MCINTYRE STREET KEY BISCAYNE, FL 33149. THE PURPOSE OF THE PUBLIC MEETING IS TO DISCUSS ART IN PUBLIC PLACES PROJECTS. INTERESTED PARTIES ARE INVITED TO APPEAR AND BE HEARD OR SUBMIT WRITTEN COMMENTS TO THE BUILDING, ZONING, AND PLANNING DIRECTOR TO THE BUILDING, ZONING, AND PLANNING DIRECTOR AT 88 W. MCINTYRE STREET, KEY BISCAYNE, FL 33149. IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5511, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

COMMENTS OF ANY INTERESTED PARTY RELATIVE TO THIS MATTER MAY BE SUBMITTED IN WRITING AND OR PRESENTED IN PERSON AT THE PUBLIC MEETING.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE MEMBERS OF THE VILLAGE COUNCIL MAY BE ATTENDING THIS MEETING.

IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

Posted in the Village Hall February 4, 2004