

**ARTS & CULTURAL EVENTS COUNCIL MEETING
THURSDAY, AUGUST 1, 2019; 2:00 P.M.
KIAWAH ISLAND MUNICIPAL CENTER
COUNCIL CHAMBERS CONFERENCE ROOM**

MINUTES

- I. Call to Order:** Mr. Wohl called the meeting to order at 2:01 p.m.
- II. FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- III. Roll Call:**

Present: David Wohl, Vice Chairman
Becky Hilstad
Jodi Rush
Judy Chitwood
Van McCollum
Bill Blizzard

Absent: Gary Rice, Chairman, Joan Collar

Also Present: Stephanie Braswell Edgerton, Communications Manager
Keely Laughlin, Communications Specialist

- IV. Approval of Minutes:**

A. Arts & Cultural Events Meeting Minutes of June 6, 2019.

Mr. Blizzard motioned to approve the minutes. Mrs. Chitwood seconded the motion. The motion carried unanimously.

- V. Old Business:**

A. 2019/2020 Arts and Cultural Events Season Planner and Financial Review

The Council discussed the following events:

2019/2020 Arts and Cultural Events (Rev. 7/25/19)

Member/Backup	Event	Date Time Location	Artist	Piano/Tuning	Sound	Lighting	Venue	Accom.	Misc.	Misc. Notes	Food/Supplies	AC Budget	CEF Budget	Ticket Info.
Blizard/Wohl	Moranz Entertainment Presents Let The Good Times Roll	Tuesday, July 23, 2019 7:30 pm East Beach	\$24,727				Free		\$273	Bar-arranged and paid by Town, deducted from total			\$25,000	400 Seats \$10 \$3378 Est. Profit Actual: 366 (39 Comp) Profit: \$3322
Chitwood/Hilstad	All You Need is Love: CJO Plays the Beatles	Sunday, August 11, 2019 7:30 pm East Beach	\$18,717			\$610	Free	\$400	\$273	bar-arranged & paid by town, deducted from total			\$20,000	\$25 Profit remains with CJO
Wohl/McCollum	Matthew Manwarren, piano	Sunday, September 15, 2019 4:00 pm Church of Our Saviour	\$1,300	\$185		\$600				Booking accom. paid by artist	\$75	\$2,100		320 Tickets
Collar/	Piano Bar: The Joy Project	Wednesday, September 25, 2019 5:00-7:00 pm The Sandcastle	\$400									\$400		
Rice/	Stephane Wrembel Band	Sunday, September 29, 2019 7:30 pm Turtle Point	\$6,000		\$900	\$500	\$280	\$940	\$360	Backline	\$125		\$9,025	220 Seats \$10 \$1858 Est. Profit
Collar/	Piano Bar: Gary Pecorello	Wednesday, October 16, 2019 5:00-7:00 pm The Sandcastle	\$250									\$250		
Rush/	Carles & Sofia, Duo Pianists	Sunday, October 20, 2019 4:00 PM Church of Our Saviour	\$6,000	\$185		\$600		\$376			\$50	\$7,211		
Collar/	Columbia City Ballet Presents Dracula	Tuesday, October 22, 2019 7:30 pm East Beach	\$24,163				Free	\$564	\$273	Bar-arranged and paid by Town, deducted from total			\$25,000	450 Seats \$10 \$3800 Est. Profit
Hilstad/	CSO Tour of Homes	Saturday, November 2, 2019 5:00 pm Grand Oaks	\$41,850			\$800	\$820						\$43,520	350 Seats No Tickets
Blizard/	David Holt & Josh Gofarth "Carolina Heroes"	Friday, November 15, 2019 7:30 pm Seabrook Island House	\$6,000		\$900	\$700		\$752			\$100	\$8,452		400 Seats \$10 \$3378 Est. Profit
Collar/	Piano Bar: Jim Hockenberry	Wednesday, November 20, 2019 5:00-7:00 pm The Sandcastle	\$250									\$250		
McCollum/	Taylor Festival Choir Na Fidliri Holiday	Sunday, December 8, 2019 4:00 pm Church of Our Saviour	\$10,000	\$185		\$650						\$11,035		320 Tickets
Chitwood/	Liquid Pleasure	Friday, January 17, 2020 7:30 pm Grand Oaks	\$5,500				\$820		\$1,200	Dance Floor *Need 2 Bartenders	\$200		\$7,720	300 Seats \$10 \$2530 Est. Profit
Chitwood/	Quentin Baxter Presents Carmen Bradford	Sunday, January 19, 2020 5:00 pm Turtle Point	\$27,500				Free						\$27,500	\$25 Profit Remains with Baxter Music
Rice/	Travelin McCoury's	Friday, January 24, 2020 7:30 pm East Beach	\$12,500		\$900	\$500	\$820	\$940			\$350	\$16,010		450 Seats \$10 \$3800 Est. Profit
Collar/	Art Film	Friday, January 31, 2020 3:00-5:00 pm The Sandcastle	\$1,100									\$1,100		
Collar/	Bob Milne Ragtime & Boogie Woogie	Thursday, February 6, 2020 7:30 pm Seabrook Island House	\$5,000	\$1,085	\$800	\$700		\$188			\$25	\$7,898		400 Seats \$10 \$3378 Est. Profit
Chitwood/	Georgia Guitar Quartet	Sunday, February 9, 2020 4:00 pm Church of Our Saviour	\$3,500			\$600		\$1,504				\$5,604		320 Tickets
Rush/	Stories of Love	Friday, February 14, 2020 7:30 pm Turtle Point	\$3,000	\$365		\$500	\$280		\$140	Mic from JSAV	\$75	\$4,980		220 Seats \$10 \$1858 Est. Profit
Collar/	Art Film	Friday, February 21, 2020 3:00-5:00 pm The Sandcastle												
Hilstad/	Yuriy Bekker Piano Quartet	Friday, February 21, 2020 7:30 pm Church of Our Saviour	\$7,000	\$185		\$600						\$7,785		320 Tickets
Chitwood/	Quentin Baxter Presents Kate McGarry	Sunday, February 23, 2020 5:00 pm Turtle Point												\$25 Profit Remains with Baxter Music
Hilstad/	CSO Spring	Sunday, March 8, 2020 4:00 pm Holy Spirit	\$15,550			\$650						\$16,400		748 Tickets
McCollum/	Charleston Men's Chorus	Saturday, March 14, 2020 7:30 pm Church of Our Saviour	\$6,000	\$185		\$650					\$30	\$7,065		320 Tickets
Chitwood/	Quentin Baxter Presents Chico Pinheiro	Sunday, March 15, 2020 5:00 pm Turtle Point												\$25 Profit Remains with Baxter Music
Collar/	Piano Bar: Blue Heron Pond Boys	Wednesday, March 18, 2020 5:00-7:00 pm The Sandcastle	\$400									\$400		
Collar/	Art Film	Friday, March 20, 2020 3:00-5:00 pm The Sandcastle												
Rush/	Young Artists	Sunday, March 22, 2020 4:00 pm Church of Our Saviour	\$450	\$185		\$600						\$1,235		320 Tickets
Collar/	Piano Bar: Glenn Brown	Wednesday, April 1, 2020 5:00-7:00 pm The Sandcastle	\$250									\$250		
Rush/	Fred Mayer Jazz Trio	Tuesday, April 14, 2020 7:30 pm Seabrook Island House	\$6,000	\$1,085	\$900	\$700		\$1,128			\$75	\$9,888		400 Seats \$10 \$3378 Est. Profit
Collar/	Art Film	Friday, April 17, 2020 3:00-5:00 pm The Sandcastle												
Blizard/	Blues by the Sea	Sunday, April 19, 2020 3:00-7:00 pm Freshfields Village	\$15,000										\$15,000	
Collar/	Piano Bar: Chris Dodson	Wednesday, April 29, 2020 5:00-7:00 pm The Sandcastle	\$250									\$250		
Rice/Rush	Piccola Preview	Sunday, May 3, 2020 4:00 pm Holy Spirit	\$5,000			\$650							\$5,650	748 Tickets
Total												\$108,623	\$178,685	

Arts Council Budget Breakdown			Trackable			Cultural Events Budget Breakdown			Trackable		
spendable	\$110,000		spendable	\$110,000		spendable	\$179,000		spendable	\$179,000	
contingency	\$5,000		contingency	\$5,000		contingency	\$3,000		contingency	\$3,000	
admin	\$3,000		estimated ticket profit	\$17,301		total	\$182,000		estimated ticket profit	\$11,569	
total	\$118,000		Total	\$132,901					Total	\$193,569	
			Events Total	\$108,623					Events Total	\$178,685	
			Balance	\$24,278					Balance	\$14,885	

Mrs. Chitwood stated that everything is set for the Charleston Jazz Orchestra (CJO), and the resort is allowing them to setup on Friday and pickup on Monday. Ms. Laughlin told Mrs. Chitwood she would reach out to Tony Elder at KICA for the necessary gate credentials.

Mr. Wohl stated Matthew Manwarren sent his program, and they are working on the biography. He stated he will need to find a time for rehearsal that works for Dr. Manwarren and the church. Ms. Rush inquired if a piano tuner had been recruited yet, and Ms. Laughlin stated she did not think so. Ms. Rush stated she would get in touch with one. Mr. McCollum told the Council that they have a new contact at Church of Our Saviour (COOS). He also stated the Council should reduce the number of chairs from 320 to 300. The Council discussed and decided to reduce to 300 for all COOS events.

Ms. Rush stated the Council should look in to purchasing an umbrella stand or plastic sleeves for umbrellas for patrons to use at church venues. She stated the stand/sleeves could also be used at other venues. Mr. McCollum stated three of the six plexiglass boards they use to move the piano at Church of Our Saviour are broken.

Mrs. Chitwood stated she would email the Arts Council to find out who would be coming to CJO. She also stated the CJO does not use scanners, they rip the tickets so the Council would be doing tickets that way. Mr. Wohl stated he would drop the signs off at East Beach, because he is not able to attend.

Mr. Wohl stated the lighting quote for Matthew Manwarren was reduced, but the Council will need to pay for accommodations. The budget adjustments cancelled each other out, so the overall event budget did not change. Mr. Wohl stated he only thought minimal lighting was necessary for the church venues at 4:00 pm in September. Mr. Blizzard stated he will be taking JSAV to the churches so they can see the space and get a better idea of how much lighting is necessary.

Ms. Laughlin stated that everything was in order with Stephane Wrembel and she would email Ron Wiltrout after the meeting to setup backline.

Ms. Rush stated everything is on track with Carles & Sofia, and their agent would let us know when they needed any documentation for international travel.

Mrs. Braswell Edgerton asked if they needed risers for the Dracula performance, Ms. Laughlin stated the ballet may be taking care of that, but she would double check.

Mrs. Hilstad asked Mr. Wohl to be her backup for the fall Symphony performance because she will be in traveling. Mr. Wohl confirmed he could be the backup.

Mr. Blizzard stated that there is nothing to report for David Holt's show. Mr. Wohl reminded him to pick a backup.

Mr. McCollum stated the Taylor Festival Choir would be bringing 12 singers and 6 fiddlers. He said they will be coming out to look at the space. Mr. McCollum told Ms. Laughlin to set the limit at 300 tickets. He stated he would clarify how many the Taylor Festival Choir will need.

VI. New Business

A. Scanner Recap

Mr. Blizzard stated he was impressed with the speed of the scanners at the Moranz event. Ms. Rush stated it was difficult to get guests to bring their ticket with them in and out. Mrs. Braswell Edgerton stated that a solution might be to scan all tickets outside prior to guests entering the building. Ms. Laughlin stated she thinks outside is a much better location, but the Council would have to start taking tickets much earlier. Mrs. Braswell Edgerton asked if the Council could hand them something to show they'd been through the doors already. The Council discussed at length and decided that reminding people they need their tickets for re-entry was the best solution for now.

Ms. Rush inquired if Mrs. Hilstad and Ms. Laughlin had any issues at their door that required Mr. Wohl's assistance. Mrs. Hilstad said they did not. Mrs. Braswell Edgerton stated they may need another scanner for Mr. Wohl. Ms. Laughlin stated since Mr. Wohl was able to download the app on his phone, she might be able to create a login and password for him instead of buying a new scanner system.

Mr. Wohl stated he would educate Mr. Rice on the search functionality so they could both assist in that respect.

B. Personnel Assignments

Mr. Wohl stated he would send out his assignments for Matthew Manwarren via email.

C. iKiawah Protocol

Mrs. Braswell Edgerton stated the Council needs someone to take over Bob's iKiawah responsibilities, or the members could post on iKiawah themselves. The Council said they could do it themselves and agreed they would write their own blurbs based on the press release and send to Ms. Laughlin and Mrs. Braswell Edgerton to proof.

The Council also discussed poster procedure for the new season and the lack of locations left on the Island to post. Mr. Wohl asked that Ms. Laughlin package the events in terms of what makes sense based on the release dates for the new posters. The Council decided they could split up the work distributing with the other members who also had events featured on the poster.

The Council also discussed how to raise awareness for Arts Council programming. Ms. Laughlin and Mrs. Braswell Edgerton explained that people have to give their permission in order for the Town to send them e-blasts. They could, however, move the Arts Council e-blast sign up form to a more prominent location on the website.

D. "Angel" Ticket Procedures

Mr. Wohl stated he believes if an event is not sold-out, the default procedure should be to show the guest how to purchase a ticket online. Ms. Rush asked what happens if a guest comes into a sold-out show and gives a Council member an unused ticket. The Council discussed at length and decided they would tell patrons that the Council's policy is to not recycle tickets.

VII. Correspondence:

None

VIII. Committee Member Comments

Mrs. Chitwood informed the Council that the Charleston Jazz Festival in January is featuring some former Kiawah performers. She stated it is a good opportunity to promote local arts organizations, while also showcasing the Arts Council. She asked the Council if they had an issue with her posting about the event. The Council did not have a problem with Mrs. Chitwood promoting the event on her own.

Mr. Blizzard stated Brad Moranz would be available for Christmas 2020.

IX. Chairman's Comments

None

IX. Citizens' Comments

None

X. Adjournment

Mrs. Blizzard motioned to adjourn the meeting. Mrs. Hilstad seconded the motion. The motion carried unanimously.

Submitted by: _____


Keely Laughlin, Communications Specialist

Approved by: _____


Gary Rice, Arts Council Chairman

Date: 9/12/19