

**ARTS & CULTURAL EVENTS COUNCIL MEETING  
THURSDAY, JANUARY 3, 2019; 2:00 P.M.  
KIAWAH ISLAND MUNICIPAL CENTER  
COUNCIL CHAMBERS CONFERENCE ROOM**

**MINUTES**

- I. Call to Order:** Mr. Rice called the meeting to order at 2:00 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:** Gary Rice, Chairman  
David Wohl, Vice Chairman  
Judy Chitwood  
Becky Hilstad  
Robert Hill  
Jodi Rush  
Joan Collar  
Van McCollum

**Absent:** Bill Blizard

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

**IV. Approval of Minutes:**

**A. Arts & Cultural Events Meeting Minutes of December 6, 2018**

*Mr. Wohl motioned to approve the minutes of December 6, 2018. Mrs. Hilstad seconded the motion. The motion carried unanimously.*

**V. Old Business:**

**A. 2018/2019 Arts and Cultural Events Season Planner and Financial Review**

The Council discussed the following events:

2018/2019 Arts and Cultural Events (Rev.12/20/18)

Member	Event	Date   Time   Location	Artist	Piano / Tuning	Misc.	Misc. Notes	Accom.	Food/Supplies	AC Budget	CEF Budget	Ticket Info.	Ticket Actuals
Blizard	Moranz Entertainment Presents Let the Good Times Roll	Monday, July 23, 2018 7:30 pm   East Beach	\$25,000			Moranz pays Venue & Bar \$820 Sound & Lighting				\$25,000	400 \$10 ticket Town profit	Online: 321 In Person: 104 Total: 425 (\$4,166)
Chitwood	Charleston Jazz Orchestra presents MOTOWN: The Groove that Changed America	Sunday, August 12, 2018 7:30 pm   East Beach	\$16,680			CJO pays Venue & Bar \$820	\$359			\$17,039	400 \$25 ticket CJO profit	470
Collar	Piano Bar: Gary Peorella	Wednesday, September 19, 2018 5:00-7:00 pm   The Sandcastle	\$250						\$250			60
Rush	Lomazov/Rackers Piano Duo	Sunday, September 23, 2018 4:00 pm   Church of Our Saviour	\$4,000	\$180		Town lighting			\$4,180		345 (145)	Online: 129 In Person: 84 Total: 213
Collar	Piano Bar: Robbie Madison Duo	Wednesday, October 3, 2018 5:00-7:00 pm   The Sandcastle	\$400						\$400			55-60
Hilstad	Micah McLaurin	Sunday, October 7, 2018 4:00 pm   Church of Our Saviour	\$3,000	\$180					\$3,180		345 (145)	Online: 165 In Person: 104 Total: 269
Blizard	Festival of Mountain Music	Sunday, October 21, 2018 4:00-6:30 pm   East Beach	\$21,700		\$245	David Holt pays Venue & Bar \$820 Sound & Lighting Town pays 2nd cashier \$245				\$21,945	460 (200)	Online: 384 In Person: 76 Total: 460
Hilstad	Charleston Symphony Orchestra (following Tour of Homes)	Saturday, November 3, 2018 5:00 pm   East Beach	\$33,500		\$280	Town pays Venue free Glasses \$280 Town lighting				\$33,780		500
Collar	Piano Bar: Blue Heron Pond Boys	Wednesday, November 7, 2018 5:00-7:00 pm   The Sandcastle	\$400						\$400			84
Rush	Andy Offutt Irwin	Wednesday, November 14, 2018 7:30 pm   Seabrook Island House	\$3,000		\$800	Town pays Sound & lighting \$800	\$360	\$25	\$4,185		403 (201)	Online: 245 In Person: 158 Total: 403
Chitwood	Quiana Parler & Friends	Friday, November 30, 2018 7:30 pm   East Beach	\$6,000		\$1,764	Town pays Venue free Bar Fee - Extra Bandmember & Cashier \$580 Dresscode (20-24) \$1184-47		\$200	\$7,964		400 \$10 ticket Town profit (\$3800 estimated)	Online: 143 In Person: 119 Total: 262 (\$2,438)
McCollum	The Western Wind: The Holiday Light!	Tuesday, December 4, 2018 7:30 pm   Holy Spirit Catholic Church	\$16,000					\$60		\$16,060	748 (418)	Online: 285 In Person: 204 Total: 489
McCollum	Frank Vignola's Hot Jazz Guitar Trio	Friday, January 11, 2019 7:30 pm   Turtle Point Clubhouse	\$6,000		\$1,080	Town pays Venue \$280 Sound & Lighting \$800	\$503	\$50	\$7,633		288 (144)	
Chitwood	Quentin Baxter presents... Joe Granden Quartet	Sunday, January 13, 2019 5:30 pm   Turtle Point Clubhouse	\$25,000			Venue free				\$25,000	288 (144) \$25 ticket Baxter profit	
Collar	Art Film: The Music Instinct: Science and Song	Friday, January 18, 2019 3:00-5:00 pm   The Sandcastle	\$50						\$50			
Blizard	Dominick Farinacci with Shenel Johns	Thursday, January 31, 2019 7:30 pm   Seabrook Island House	\$8,000	\$980	\$1,450	Town pays Sound & lighting \$800 Backline \$650		\$100	\$10,530		403 (201)	
Collar	Art Film: The General (Glenn Brown on Piano)	Friday, February 1, 2019 3:00-5:00 pm   The Sandcastle	\$250						\$250			

Member	Event	Date   Time   Location	Artist	Piano / Tuning	Misc.	Misc. Notes	Accom.	Food/Supplies	AC Budget	CEF Budget	Ticket Info.	Ticket Actuals
Collar	Julian Gargiulo	Thursday, February 7, 2019 7:30 pm   Seabrook Island House	\$5,000	\$1,080	\$800	Sound & lighting \$800	\$360	\$100	\$7,340		403 (201)	
Hilstad	Norbert Lewandowski, cellist	Saturday, February 16, 2019 7:30 pm   Turtle Point Clubhouse	\$700		\$1,080	Town pays Venue \$280 Sound Engineer \$800			\$1,780			
Chitwood	Quentin Baxter presents... Cecile McLorin Salvant & Sullivan Fortner	Sunday, February 17, 2019 5:30 pm   Turtle Point Clubhouse				Venue free				\$0	288 (144) \$25 ticket Baxter profit	
McCollum	Herring Chamber Ensemble	Sunday, February 24, 2019 4:00 pm   Church of Our Saviour	\$9,800	\$180		Town lighting			\$9,980		345 (172)	
Collar	Art Film: Loving Vincent	Friday, March 1, 2019 3:00-5:00 pm   The Sandcastle	\$281						\$281			
Rush	College of Charleston: Students from Jazz Studies	Sunday, March 3, 2019 4:00 pm   Church of Our Saviour	\$1,500	\$180					\$1,680		345 (172)	
Chitwood	Quentin Baxter presents... Monty Alexander	Sunday, March 10, 2019 5:30 pm   Turtle Point Clubhouse				Venue free				\$0	288 (144) \$25 ticket Baxter profit	
Hilstad	Charleston Symphony Orchestra	Sunday, March 17, 2019 4:00 pm   Holy Spirit Catholic Church	\$12,500			Town lighting			\$12,500		748 (418)	
Hilstad	Steep Canyon Rangers	Thursday, March 21, 2019 7:30 pm   East Beach	\$15,000		\$1,530	Town pays Venue free Bar \$280 Sound & lighting \$1250	\$729	\$350	\$17,609		400 \$10 ticket Town profit (\$3800 estimated)	
Collar	Piano Bar: The Joy Project	Wednesday, March 27, 2019 5:00-7:00 pm   The Sandcastle	\$400						\$400			
Collar	Art Film: That's Entertainment	Friday, March 29, 2019 3:00-5:00 pm   The Sandcastle	\$281						\$281			
Rush	Fernando and Luis Costa, Piano and Cello	Sunday, March 31, 2019 4:00 pm   Church of Our Saviour	\$4,500	\$180				\$720	\$5,400		345 (172)	
Blizard	Hard Day's Night	Thursday, April 4, 2019 7:30 pm   Seabrook Island House	\$7,500		\$1,250	Town pays Sound & lighting \$600 HDN providing Backline	\$1,173	\$250	\$10,173		403 (201) \$10 ticket Town profit (\$3800 estimated)	
Hilstad	PURE Theatre: A Doll's House, Part 2	Sunday, April 7, 2019 4:00 pm   Turtle Point Clubhouse	\$7,300		\$1,400	Risers \$1400			\$8,700		288 (144)	
Collar	Piano Bar: Glenn Brown	Wednesday, April 10, 2019 5:00-7:00 pm   The Sandcastle	\$250						\$250			
Blizard	Blives by the Sea	Sunday, April 14, 2019 3:00-7:00 pm   Freshfields	\$15,000							\$15,000		
Collar	Piano Bar: Chris Dodson	Wednesday, April 24, 2019 5:00-7:00 pm   The Sandcastle	\$250						\$250			
Rice/Rush	Piccolo Preview	Sunday, May 5, 2019 4:00 pm   Holy Spirit Catholic Church	\$5,000			Town lighting				\$5,000	748 (418)	
<b>Total</b>									<b>\$98,037</b>	<b>\$176,433</b>		

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	\$6,238	total	\$182,000	estimated ticket profit	\$7,666
total	\$118,000	total	\$123,238			total	\$189,666
		Events Total	\$98,037			Events Total	\$176,433
		Balance	\$23,201			Balance	\$13,533

Mr. McCollum stated that the Frank Vignola event is sold out. He stated he needs ticket takers and one person to monitor standby. Mrs. Chitwood stated she is concerned about taking tickets downstairs at Turtle Point Clubhouse because the restaurant patrons and the ticket table will create excess congestion downstairs. Mr. McCollum stated that taking tickets upstairs is also problematic due to bar traffic. The Council discussed at length and opted to inquire with KIGR if it's possible to take tickets downstairs.

Mr. Wohl stated that the Council needs to be more cognizant while ticket taking and try to keep personal conversations to a minimum. Mr. Hill agreed they do too much socializing during ticket taking. Mrs. Rush noted that more people are using tickets on their phones and the council should consider assigning one ticket taker for mobile tickets.

Mr. McCollum stated he wants 2 people downstairs doing paper and phone tickets, 1 person at the elevator doing tickets and someone to manage standbys. Mr. Hill stated they need numbered standby tickets to keep track of who arrived first without tickets.

The Council discussed the number of sold out seats verse the actual number of seats and decided to inquire with Barbara if more chairs could be added to the event set-up. The Council agreed to always plan on a bigger set up because it's easier to reduce seats than add additional.

Mrs. Chitwood stated that sales are very good for the Quentin Baxter events. She stated that Cecile McLorin Salvant is nominated for a Grammy award and her show on Kiawah is a week following the Grammy's. She stated she'll need 4-5 people to assist with that event.

Ms. Collar stated her event with Julian Gargiulo is going well and the projector screen and camera are ready at Seabrook.

## **VI. New Business**

### **A. Ticket Policy**

Mr. Rice stated the council should have a written ticket policy now that they are reporting to the Arts Council Board, because the Council is no longer chaired by a Town Council member.

The Council discussed handling phone tickets and guests without tickets with a designated member at each event.

Mr. Rice stated he believes the Council needs to explain their charging policy. The Council discussed the reasons they charge and determined it comes down to several factors like the price of artists and the popularity of events.

Mr. Rice addressed the 15% ticket overage. Mrs. Braswell Edgerton stated that number was decided quite some time ago and could be adjusted. Mr. Hill stated the event manager for each event should communicate with Town staff how many tickets they want to distribute. Mrs. Rush stated the 15% overage has been working well thus far, and it should remain the default with event managers adjusting on a case by case basis. Mr. Hill stated that the event manager knows the seating plan, and it's up to them to think about how popular the artist will be and direct the ticket amounts based on that. Mrs. Rush stated they should agree to a time to adjust the ticket amounts if need be. Mrs. Braswell Edgerton stated this is a problem as we should have a ticket distribution amount set going into the season and not make a practice of adjusting ticket numbers. Mr. Rice stated that during planning, the Council needs to think carefully about this for each of their events.

Mr. Rice addressed selling tickets at the door, and Mrs. Braswell Edgerton said over her tenure she's only sold two or three at the door. The Council decided to stop selling tickets at the door and notify patrons ahead of time.

Mr. Rice addressed the waiting list and two ticket per household policy. The council discussed duplicate tickets, and the possibility of using technology to subvert potential cheating.

Mr. Rice addressed the process for sold-out events. Mr. Wohl suggested that 48 hours prior to the event, all returned tickets be placed online for redistribution.

Mr. Rice asked if the phrase "registration is closed" was clear enough for people. Mrs. Braswell Edgerton stated she would adjust the verbiage to be clearer.

Mr. Rice asked if people actually return their tickets, and the Council discussed an equitable way to rerelease tickets. They decided to release returned tickets all together at an agreed upon date. Mrs. Braswell Edgerton stated the Town needs to notice residents about changes being made before implementation.

Mr. Wohl asked when the Council should let standby guests in, and a firm conclusion was not met since event attendance varies greatly across venues and programs. Mr. Hill volunteered to handle all standbys and guests with extraneous circumstances at the Frank Vignola concert. He stated he would print standby numbers.

The Council decided to stop issuing standby tickets for events at Seabrook.

**VII. Correspondence:**

None

**VIII. Committee Member Comments**

**IX. Chairman's Comments**

Mr. Rice stated the first Arts Council Board meeting is Monday, and he believes the Council will continue to create and implement policies and the board will have oversight. He stated the need to discuss how the Council will report to the board, and what kind of data they're interested in having. He stated it is important to have written policies that they can share with the board.

**IX. Citizens' Comments**

None

**X. Adjournment**

*Mrs. Chitwood motioned to adjourn the meeting. Mr. Wohl seconded the motion. The motion carried unanimously.*

Submitted by: \_\_\_\_\_

*Keely Laughlin*  
Keely Laughlin, Communications Specialist

Approved by: \_\_\_\_\_

*Gary Rice*  
Gary Rice, Arts Council Chairman

Date: \_\_\_\_\_

*3/12/19*