

Arts Council of Alachua County

June 1, 2026

5:30 pm

County Administration Building - County Manager's Training Room

12 SE 1 Street, 2nd Floor, Gainesville, FL 32601

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Arts Council of Alachua County

Date: April 6, 2026
Time: 5:30 pm
Location: County Administration Building - County Manager's Training Room
12 SE 1 Street, 2nd Floor, Gainesville, FL 32601

1. Call to Order

The meeting was called to order at 5:31 p.m.

Members Present: Christian Duran (arrived at 5:53 p.m.), Amy Koester, David Ruiz (Vice Chair), Alexander Sanchez-Hamilton, Jay Rosen (alternate), and Carol Velasques Richardson (Chair)

County Staff Present: Chief Jeff Taylor and Grant Bosier

2. Public Comment

Chair Velasques Richardson introduced Oaklianna Caraballo, the City of Gainesville's Art in Public Places Trust Chair.

3. Approval of the Agenda

David Ruiz made a motion to approve the agenda as amended; Amy Koester second; unanimous approval; motion carried.

4. Approval of Minutes

David Ruiz made a motion to approve the Mar. 2 minutes as presented; Alexander Sanchez-Hamilton second; unanimous approval; motion carried.

5. Armory Call to Artist Submittals Scoring - Leira Cruz Caliz

Procurement Agent, Leira Curz Caliz, reviewed the scoring process and advised the committee that no local artists submitted a proposal. Each member was afforded the opportunity to provide their thoughts on each submittal.

David Ruiz made a motion to invite A Lewis Arts LLC., Birdy Co. LLC, and Legacy Art Studio Inc., as the top three ranked submittals, to provide a sketch of their proposed art installation for the Fire Rescue-themed, public art installation at the new Alachua County Fire Rescue Headquarters and Emergency

Operations Center; Alexander Sanchez-Hamilton second; unanimous approval; motion carried.

6. Art Grant - OpenGov Demo - Leira Cruz Caliz

Leira Cruz Caliz provided a demo of the FY 27 Art Grant process via OpenGov. The consensus of the Council was to accept and evaluate applications this cycle in OpenGov.

7. Art Loan Program - Christian Duran

Christian Duran offered to coordinate the curation of art on display in the County Administration Building. This item will be added to the next agenda for additional discussion.

8. 5th Annual Artists Conference

To date, 46 attendees have registered for the Artists Conference.

9. Old Business

9.1 Youth Member

To date, no applications have been received for the Youth Member vacancy. David Ruiz made a motion to recommend the Youth Member seat be returned to a Citizen at Large seat; Alexander Sanchez Hamilton second; unanimous approval; motion carried.

10. Call-to-Artist Update

10.1 Court Complex

The artist is waiting on the County to complete construction.

10.2 Pleasant Street

The Call to Artists will be advertised next week with submittals reviewed at the August Council meeting.

11. Public Comment

David Ruiz suggested that, in honor of the Council's 10 Year Anniversary in 2028, a two-day conference be planned.

The consensus was to cancel the May meeting since the Council is meeting twice in April due to the Artists Conference.

12. Adjournment

The meeting was adjourned at 6:40 p.m.

ARTS IN THE COUNTY ADMINISTRATION BUILDING PROGRAM
Curatorial Plan + Annual Exhibition Calendar (Draft)

INTRODUCTION

I've developed the following curatorial plan to organize and implement a rotating exhibition program within the Alachua County Administration Building. My goal is to create a clear, professional, and repeatable system that allows us to consistently showcase local artists while maintaining strong organization and flow.

PURPOSE

Through this program, I aim to:

- Showcase local artists across a variety of media
 - Activate public government spaces through thoughtfully curated exhibitions
 - Establish a reliable and professional exhibition cycle
 - Provide artists with clear expectations and a positive experience
-

PLAN (ANNUAL STRUCTURE)

I propose organizing the exhibitions seasonally, with four shows per year, each lasting approximately three months:

- **Fall:** Quilting / Fiber Arts (*First Exhibition Launch*)
- **Winter:** Painting
- **Spring:** Ceramics
- **Summer:** Photography

I will begin planning at the start of Summer to allow adequate preparation time for a strong Fall launch.

GOAL

My goal is to build a sustainable system that ensures:

- Timely installation and deinstallation of artwork
- Clear communication with participating artists
- Professional presentation within a civic environment
- A workflow that can be repeated and refined each year

MASTER CALENDAR (STARTING DAY 1 OF SUMMER)

SUMMER (JUNE – AUGUST)

Program Setup + Fall Exhibition Preparation (Quilting / Fiber Arts)

June – Program Setup

- I will finalize the annual exhibition schedule
- Define the scope and criteria for the Fall quilting/fiber show
- Draft the call for submissions
- Coordinate with the Arts Council and County staff
- Confirm display areas and installation requirements

July – Call for Submissions

- I will launch the call for quilting/fiber artists
- Promote through local organizations and networks
- Conduct targeted outreach to strong fiber artists
- Begin tracking submissions

August – Selection + Preparation

- Close submissions (early August)
- Jury and select artworks
- Notify artists (acceptance/decline)
- Distribute agreements and requirements
- Finalize exhibition layout
- Schedule deliveries (Monday–Friday)
- Prepare labels and documentation

FALL EXHIBITION (SEPTEMBER – NOVEMBER)

Quilting / Fiber Arts

Installation (Last Week of August)

- Monday–Wednesday: Receive artwork and complete condition checks
- Wednesday–Thursday: Install exhibition
- Friday: Final walkthrough and adjustments

Exhibition Period (September–November)

- I will maintain light promotion
- Monitor artwork condition
- Optionally highlight participating artists

Deinstallation (Last Week of November)

- Monday–Wednesday: Remove artwork
 - Thursday–Friday: Coordinate artist pickup and reset walls
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WINTER EXHIBITION (DECEMBER – FEBRUARY)

Painting

During Fall Exhibition (Overlap Planning)

- September: I will plan the painting exhibition and draft the call
 - October: Open submissions and promote
 - Early November: Jury and select artists
 - Late November: Install exhibition
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SPRING EXHIBITION (MARCH – MAY)

Ceramics

During Winter Exhibition

- December: Plan the ceramics exhibition
- January: Open submissions
- Early February: Jury selection
- Late February: Install exhibition

Special Consideration:

I will ensure proper pedestal use, weight safety, and secure placement for ceramic works.

SUMMER EXHIBITION (JUNE – AUGUST, FOLLOWING YEAR)

Photography

During Spring Exhibition

- March: Plan the photography exhibition
- April: Open submissions
- Early May: Jury selection
- Late May: Install exhibition

CONTINUOUS CURATORIAL WORKFLOW

I will operate on an overlapping schedule at all times:

- One exhibition will be installed and on view
- The next exhibition will be in planning or submission phase

This approach ensures continuity and prevents delays.

STANDARD 12-WEEK EXHIBITION PIPELINE

For each exhibition, I will follow this consistent structure:

- Weeks 12–10: Planning and call preparation
- Weeks 10–6: Open submissions
- Weeks 6–4: Jury and selection
- Weeks 4–2: Logistics and layout planning
- Week 1: Installation
- Months 1–3: Exhibition on view
- Final Week: Deinstallation and reset

OPERATIONAL SCHEDULE (MONDAY–FRIDAY ONLY)

Installation Week

- Monday–Wednesday: Installation

- Thursday: Adjustments and label placement
- Friday: Final review

Deinstallation Week

- Monday–Wednesday: Artwork removal
 - Thursday–Friday: Artist pickup and space reset
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SUMMARY

This plan allows me to approach the program with structure and consistency while leaving room for curatorial flexibility. Beginning in Summer gives me the time needed to build a strong foundation, ensuring that the Fall quilting/fiber exhibition launches smoothly and sets the tone for the exhibitions that follow.

I'd love to hear your thoughts or any suggestions for refining this approach.