



**Making connections across county lines
to strengthen Florida's arts & cultural environment.**

**Summary Results of
2007 Florida LAA Assessment**

Summary Results of the 2007 Assessment of Florida's Local Arts Agencies

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This Excel file has more detailed information on the
2007 Florida Local Arts Agency Assessment

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Florida Association of Local Arts Agencies
Summary of 2007 Online Survey of Florida Local Arts Agencies
Refer to attached Excel file for detailed information.

1. Who completed all or parts of the online Florida LAA survey? Forty-one (41) agencies completed all or parts of the online LAA survey: 5 city local arts agencies, 3 regional local arts agencies, and 33 local arts agencies that represent the cultural resources in specific Florida counties.

Alachua, City of Gainesville	City of Gainesville, Department of Parks, Recreation and Cultural Affairs
Bay	Bay Arts Alliance
Brevard	Brevard Cultural Alliance
Broward	Broward Cultural Division
Charlotte	Arts & Humanities Council of Charlotte County, Inc.
Collier	United Arts Council of Collier County
Duval	Cultural Council of Greater Jacksonville, Inc.
Escambia	The Arts Council of Northwest Florida
Franklin, Gulf and eastern Bay	Gulf Alliance for Local Arts
Gadsden	Gadsden Arts Inc
Hernando	Hernando County Fine Arts Council
Highlands	Heartland Cultural Alliance
Hillsborough	Arts Council of Hillsborough County
Indian River	Cultural Council of Indian River County
Jackson, Holmes, Washington, Calhoun, Liberty	Chipola Regional Arts Association
Jefferson	Monticello Opera House
Lake	Lake County Arts and Cultural Alliance
Lake, Orange, Osceola, Seminole	United Arts of Central Florida
Leon	Cultural Resources Commission
Liberty	Liberty County Arts Council
Manatee	Manatee County Cultural Alliance
Marion/City of Ocala	Ocala Municipal Arts Commission
Martin	The Arts Council, Inc.
Miami-Dade	Miami-Dade County Department of Cultural Affairs
Monroe	Monroe County Council of the Arts
Okaloosa	Okaloosa Arts Alliance
Orange	Orange County Arts & Cultural Affairs Office
Osceola	Osceola Center for the Arts
Palm Beach	Palm Beach County Cultural Council
Palm Beach/City of West Palm Beach	City of West Palm Beach-Cultural Affairs
Pasco	Pasco Fine Arts Council, Inc.
Pinellas/County of	Pinellas County Cultural Affairs Department
Pinellas/City of Clearwater	City of Clearwater Cultural Affairs Division
Pinellas/City of St. Petersburg	City of St. Petersburg Office of Cultural Affairs
Polk	Polk Arts Alliance, Inc.
Putnam	The Arts Council of Greater Palatka
Santa Rosa	Santa Rosa Arts and Culture Foundation, Inc.
Sarasota	The Sarasota County Arts Council
Seminole	Seminole Cultural Arts Council
St.Lucie	St. Lucie County Cultural Affairs Council
Volusia	Cultural Council of Volusia County

2. Florida's local arts agencies are created as the following — note that one local arts agency is incorporated as a 501 (c) (3) and created by city, county, and state references and two are incorporated as 501 (c) (3) and created by county ordinance:

Incorporated as 501(c) (3)	58.5 %	24
Created by county ordinance	29.3 %	12
Other: a. organized as part of Mayor's office b. under the umbrella of a foundation c. county resolution not ordinance d. county motion, not ordinance e. created by city budget process	12.2%	5
Created by state statute	7.3%	3
Created by city ordinance	7.3%	3

3. Florida's local arts agencies work with the governance of the following: note that two local arts agencies work with both independent boards and their city councils and ten work with both boards and county commissions:

A board of cultural and community representatives	65.9%	27
County Commission	24.4%	10
A board of community representatives	12.2%	5
City Council	12.2%	5
Other: a. Cultural committee of city government b. City advisory board of city government	12.2%	5
A board of only arts/cultural representatives	2.4%	1

4. Who serves on local arts agencies boards and how many serve? The range of the number of people that serve on local arts agencies' boards are from 7 to 51 and the average number is 18-19 with breakouts noted below:

Community patrons	85.3%	29
Artists	82.4%	28
Representatives from arts/cultural organizations	76.5%	26
Representatives from corporations/businesses	61.8%	21
Representatives from non-arts organizations	55.9%	19

5. How often do Florida's local arts agencies' boards meet? two local arts agencies work with both independent boards and their city councils and ten work with both boards and county commissions:

Once a month	69.2%	27
Other: a. monthly except December, June, July b. every two months and executive committee meets on months board does not c. monthly except July and August d. eight months out of twelve	20.5%	8
Once every two months	12.8%	5
Quarterly	5.1%	2

6. What is the average number of hours each of your board members invest in the development of your local arts agency annually? Twenty-nine agencies answered this question. The range of hours were from 5 to 520. The average number of hours invested by each board member annually is 63.8, 5.3 hours a month.

7. Florida local arts agencies work with the following committees:

Executive Committee	62.5%	25
Nominating Committee	60%	24
Financial/budget Committee	57.5%	23
Other Committees: Programming Public Relations Marketing Cultural Tourism International Public Art Micro Credit Public Art Arts Advisory Ad-hoc As Needed Membership Hospitality Publicity Mini-Grant Scholarship Visual Art Cultural facilities Gallery Festival ADA access and social/economic arts access Special committees for each event Awards	50%	20
Development/Fund-raising Committee	47.5%	19
Education Committee	35%	14
Planning Committee	32.5%	13
LAA does not work with committees	17.5%	7
Legislative/Governmental Committee	15%	6

8. How long do your local arts agency board members serve?

Three-year term	47.4%	18
Other: a. may serve two-consecutive three-year terms b. four-year terms, no limit on number of terms c. renewable 3-year terms d. rotating 3-year terms e. 4-year term and can be reappointed for 1 more term f. 2-year and 1-year terms g. 2 three-year terms as per statute h. Three-year term - Can be re-elected for another 3-year term; or if in line for chairmanship a possible third-3-year term i. 13 members are directly appointed by each of the County's elected Commissioners (one designee per commissioner), and the direct appointee's term runs concurrently with the terms of his/her appointing Commissioner; 2 members are appointed at-large and serve four year terms, with an opportunity to be appointed to two consecutive four year terms for a total of eight years. j. After two full 2-year terms a supermajority vote is needed for re-appointment. Currently 3 members have been re-appointed for a third full 2-year term. k. Terms vary from 1 - 3 years, may be extended by action of executive committee l. 3 years and can be re-elected indefinitely m. Can serve for two 3-year terms	44.7%	17
Two-year term	18.4%	7
No term limits for board members	7.9%	3
One-year term	0%	0

9. Who serves on local arts agency boards are determined by:

All are nominated by the LAA board	41%	16
Appointed by county commission	33.3%	13
Most are nominated by LAA board	30.8%	12
Other: a. advisory board members are appointed by the City and County commissions b. Most are nominated by the LAA board and the membership at large c. some are appointed to represent the Tourism Development Council, Space Coast League of Cities, School Board, Cultural Arts Advisory Network, and Art In Public Place Committee d. Appointed by county commission, School Board; County Commissioner; Tourist Development Council; League of Cities; Cultural Executives Chair e. some appointed by Mayor or all appointed by Mayor f. elected by membership	30.8%	12
Appointed by city council	7.7%	3

10. Are board members of Florida's local arts agencies required to make an annual contribution or raise funds for the LAA? Thirty-three agencies answered.

No personal contribution to LAA required	60.6%	20
Membership in LAA required (dues required included \$25, \$35, \$100, \$250, \$400)	15.1%	5
Annual contributions to LAA required (ranged from any amount up to \$10,000)	24.2%	8
Board members are not required to raise funds for LAA	87.8%	29
Board members are required to help raise funds for LAA (minimum of \$1,000 listed by two agencies)	.06%	2

11. What is the status of LAA staff and benefits offered?

Staff Categories:	%	Answered	Total #s hired:
Employ full-time salaried staff	77.5%	31	31 LAAs hired 156 FT 10 each hired 1 FT 6 each hired 2 FT 3 each hired 4 FT 3 each hired 5-7 FT 5 each hired 8 FT 3 each hired 11-15 FT 1 hired 25 FT
Employ part-time salaried staff	37.5%	15	15 LAAs hired 39 PT 6 each hired 1 PT 4 each hired 2 PT 2 each hired 3 PT 3 each hired 4-8 PT
Employ part-time independent contractors	37.5%	15	15 LAAs hired 58 PT contractors (PTC) 8 each hired 1 PTC 1 hired 2 PTC 3 each hired 3PTC 1 hired 4 PTC 1 hired 10 PTC 1 hired 25 PTC
Employ full-time independent contractors	1%	4	4 LAAs hired 8 FT contractors (FTC) 2 each hired 1 FTC 1 hired 2 FTC 1 hired 4 FTC
Provide health insurance for full-time employees	62.5%	25	see Excel file for details
Provide health insurance for part-time employees	1%	4	see Excel file for details
Provide disability insurance for full-time employees	2%	8	see Excel file for details
Provide disability insurance for part-time employees	.02%	1	see Excel file for details

12. How many Florida local arts agencies provide retirement benefits for their staff members? Fifteen of the forty agencies that answered this question provide some type of retirement benefits (those who work for counties have access to the Florida Retirement System). Twenty-five local arts agencies provide no retirement benefits for their staffs. **37.5% of those that responded do provide some type of retirement benefits and 62.5% do not.**

13. How many Florida local arts agencies provide training opportunities for their staff members and pay for this training? Twenty-eight or **70%** of the forty agencies that answered this question **provide some type of professional training opportunities for their staff members; twelve or 30% do not.** Twenty or **57.1%** of the thirty-five agencies that responded to who covers the costs of training **pay all the expenses** related to staff training; five or **14.3%** **pays for part of the training;** one or **2.9%** **requests staff pay for training.**

14. Who is responsible for hiring staff for Florida local arts agencies?

Executive Director/CEO: 77.4% 24 agencies **Staff Committee:** 6.5% 2 agencies
Board of Directors: 19.4% 6 agencies **Board/Staff Combination:** 3.2% 1 agency
Executive Committee: 6.5% 2 agencies **Board/CEO Combination:** 3.2% 1 agency

15. How many Florida local arts agencies provide training opportunities for their staff members and pay for this training? Twenty-eight or **70%** of the forty agencies that answered this question **provide some type of professional training opportunities for their staff members; twelve or 30% do not.** Twenty or **57.1%** of the thirty-five agencies that responded to who covers the costs of training **pay all the expenses** related to staff training; five or **14.3%** **pays for part of the training;** one or **2.9%** **requests staff pay for training.**

16. Does your local arts agency have written job descriptions for staff? Twenty-five agencies or **65.8%** **have written job descriptions** for all staff; nine or **23.7%** **have no written job descriptions;** and four or **10.5%** **have some written job descriptions** for staff, but not for all.

17. How does your local arts agency utilize its volunteer program?

Use volunteers for programs and events	77.5%	31
Use volunteers for committee work	62.5%	25
Use volunteers for office/administrative duties	55%	22
Use volunteers for task forces	52.5%	21
Use volunteers for grant-review panels	47.5%	19
We do not have a volunteer program	10	4

18. Does your local arts agency have an internship program? Twenty-eight or 70% do have internship programs and six or 20% pay for interns' services; ten or 25% do not have internship programs; and two or 5% have some other type of arrangements.

19. What services and programs do Florida local arts agencies provide?

Program or Service — 42 listed:	How many LAAs provide this program/ service of the 40 that responded—ranked:
1. Web site	37 or 92.5%
2. Online calendar of arts/cultural events	34 or 85%
3. Online directory of arts/cultural organizations	34 or 85%
4. Targeted e-mail updates	33 or 82.5%
5. Workshops for arts/cultural professionals	33 or 82.5%
6. Provide technical assistance	33 or 82.5%
7. Develop, maintain, and update long-range LAA plan	32 or 80%
8. Printed calendar of arts/cultural events	31 or 77.5%
9. Coordinate art exhibitions	31 or 77.5%
10. Printed directory of arts/cultural organizations	30 or 75%
11. In-school arts education programs	30 or 75%
12. Workshops for artists	30 or 75%
13. Manage a grant program for local arts organizations	30 or 75%
14. Manage an awards program	30 or 75%
15. E-mail newsletter	29 or 72.5%
16. Out-of-school arts education programs	29 or 72.5%
17. Art-in-Public Places Program	29 or 72.5%
18. Regular meetings of arts/cultural organizations	29 or 72.5%
19. Coordinate community arts/cultural plan	29 or 72.5%
20. Marketing services	29 or 72.5%
21. Other printed publications	28 or 70%
22. Arts & Cultural Economic Impact Studies	28 or 70%
23. Maintain and promote cultural job opportunities	28 or 70%
24. Develop and manage an arts/cultural festival	27 or 67.5%
25. Online newsletter	26 or 65%
26. Other online publications	26 or 65%
27. Provide office/work space	26 or 65%
28. Online directory of artists	25 or 62.5%
29. Manage and operate a cultural facility	25 or 62.5 %

19. What services and programs do Florida local arts agencies provide?

Responses continued below:

Program or Service:	How many LAAs provide this program/ service of the 40 that responded – ranked:
30. Printed newsletter	24 or 60%
31. Provide artists-in-residency programs in schools	24 or 60%
32. Printed magazine	23 or 57.5%
33. Arts for a Complete Education (ACE) Coalition	23 or 57.5%
34. Manage a grant program for individual artists	23 or 57.5%
35. Develop and manage arts/cultural program series	23 or 57.5%
36. Develop and manage arts classes/workshops	23 or 57.5%
37. Provide artists-in-residency programs for community	22 or 55%
38. Printed directory of artists	21 or 52.5%
39. Develop cultural facilities	21 or 52.5%
40. Provide performance space/s	21 or 52.5%
41. Online magazine	20 or 50%
42. Arts/cultural phone line listing events for callers	19 or 47.5%

20. What other services and programs not mentioned above do some Florida local arts agencies provide?

1. Cultural Map
2. Grants to Arts & Other Teachers
3. Micro Credit Revolving loan
4. Artist live/work space
5. Cultural information center
6. Cooperative marketing program
7. ArtsPark facility program
8. Annual teacher conference on arts integration
9. Program grants for arts/cultural programs of nonprofits
10. Cafe Philo - seven philosophical discussion groups sponsored by the council
11. Weekly column by E.D. promoting cultural organizations and artists
12. Free cultural event not found in community
13. Scholarships in the arts
14. Annual Arts Ideas Book for Teachers

21. How many Florida local arts agency administer grants programs? Twenty-nine or 70.7 % administer local grants programs; 1 does sometime; and eleven or 27.5% do not.

22. How many Florida local arts agency receive governmental re-granting dollars for their grants programs? This information is based on what the local arts agencies answered for their Fiscal Year 2007 re-granting programs. Note some sources of income for re-granting programs were not clearly identified. Refer to Excel file for details.

Re-granting sources for FY 2007:	County and/or City LAA:
Tourist Development Tax	Alachua Orange Broward Palm Beach Miami-Dade Pinellas
County Government (e.g., property/ad volorem taxes, sales-tax revenue, general fund, per-capita appropriation)	Brevard Orange St. Lucie Broward Palm Beach Volusia Escambia Pinellas Hillsborough Santa Rosa Lake, Orange, Osceola, Seminole Leon Miami-Dade
City Government	Alachua Duval Escambia Lake, Orange, Osceola, Seminole Pinellas/City of St. Petersburg Leon
Arts License Plate	Alachua Okaloosa Brevard Pinellas Collier Seminole Duval St. Lucie Hernando Manatee Marion
Community Redevelopment Agency	Palm Beach/City of West Palm Beach
From various grant sources	Escambia St. Lucie Miami-Dade
Fund-raising event/s:	Franklin/Gulf
Contributions/donations	Duval Franklin/Gulf Indian River Jackson, Holmes, Washington, Calhoun, Liberty Martin
Admission	Liberty
Miscellaneous sources (umbrella sources, AIPP)	Monroe

23. What is the status of Florida local arts agencies' technology resources?

1. LAA provides each staff member access to his/her own computer:	32 or 84.2% do all the time 5 or 13.2% do not 1 or 2.6% provide as needed
2. How old are staff computers?	Under 1-year: 6 or 16.7% 2-3 years old: 23 or 63.9% 4-5 years old: 7 or 19.4% Over 5-years old: none
3. Make of staff computers? Under other, Toshiba, Sony, Howard, NEC, and custom-made computers were listed.	Dell 21 or 56.8% IBM 2 or 5.4% Hewlett-Packard 10 or 27% Gateway 4 or 10.8% Apple 2 or 5.4% Other: 8 or 21.6%
4. What software does your staff use? Under other, Adobe, Donor Perfect, Pagemaker, Photoshop, Peachtree Accounting Software, Dreamweaver, Microsoft PowerPoint were listed.	Microsoft: Word 34 or 94.4% Excel 33 or 91.7% Access 18 or 50% Publisher 24 or 66.7% Frontpage 4 or 11.1% Windows XP 32 or 88.9% Windows Vista 5 or 88.9% Older Windows Operating System 1 or 2.6% Quicken/Quickbooks 15 or 41.6% Apple Operating System 2 or 5.6% Other: 19 or 52.8%
5. Are staff computers networked so staff can update and share unified data?	Yes 24 or 70.6% No 10 or 29.4%
6. Are all staff computers connected to Internet?	Yes 35 or 97.2% No 1 or 2.8%
7. Does each staff member have his/her own e-mail address?	Yes 29 or 82.9% No 6 or 17.1%
8. Does each staff member have his/her own telephone number or extension to main LAA number?	Yes 22 or 61.1% No 8 or 22.2% Not applicable 6 or 16.7%
9. Does your LAA maintain its own Web site? Under other, Web site part of county and they maintain it; combination of staff and outside firm; full-time city employee maintains site; part-time independent contractor and board member; ED handles content, Web host handles design; staff and board work together.	Yes, one of our paid staff members maintains our site: 12 or 32.4% No, we have a volunteer to maintain our site: 0 No, we have a paid outside firm maintain our site: 2 or 5.4% No, we have a paid outside person maintain our site: 5 or 13.5% Other: 18 or 48.6%

23. What is the status of Florida local arts agencies' technology resources?

Responses continued from previous page:

10. How often is your LAA Web site updated?	Daily	2 or 5.9%
	Weekly	10 or 29.4%
	Twice a month	0
	Monthly	3 or 8.8%
	Quarterly	0
	Biannually	0
	Annually	0
	As Needed	18 or 52.9%
	Other	1 or 2.9%
11. What is the annual cost to maintain your LAA Web site?	Responses range from zero, unknown, to ranges from \$360 to \$56,000.	
12. How would you rate your staff's technology knowledge and use of technology?	Poor	1 or 2.7%
	Average	13 or 35.1%
	Good	14 or 37.8%
	Excellent	9 or 24.3%
13. Has your local arts agency conducted a technology needs assessment of your local arts and cultural organizations and artists?	Yes	4 or 12.9%
	No	26 or 83.8%
	In process	1 or .03%

23. What are local arts agencies' fiscal years?

January 1 to December 31	1	.029%
July 1 to June 30	8	23.5%
September 1 to August 31	1	.029%
October 1 to September 30	24	70.5%

24. When were local arts agencies' founded? Based on the information provided by the local arts agencies that completed the online survey, the three oldest Florida local arts agencies are Osceola Center for the Arts (1964); Arts Council of Hillsborough County (1967); and The Arts Council of Northwest Florida (1969).

Created in the 1960s	3	Escambia, Hillsborough, Osceola
Created in the 1970s	11	Alachua, Bay, Brevard, Broward, Duval, Marion, Miami-Dade, Palm Beach, Pasco, Pinellas, Putnam
Created in the 1980s	9	Collier; Hernando; (Jackson, Holmes, Washington, Calhoun, Liberty); (Lake, Orange, Osceola, Seminole); Leon; Manatee; Martin; Sarasota; Volusia
Created in the 1990s	6	Charlotte, Indian River, Lake, Monroe, Seminole, St. Lucie
Created from 2000 to 2004	10	City of Clearwater; City of St. Petersburg; City of West Palm Beach; (Franklin, Gulf and eastern Bay); Highlands; Liberty; Okaloosa; Orange; Polk; Santa Rosa

25. How many local arts agencies' do not have membership categories and do not depend upon membership dues for their LAA operations? The following eight counties checked that they do not have membership categories as income sources:

- Alachua, City of Gainesville
- Broward
- Hillsborough
- Liberty
- Miami-Dade
- Orange (United Arts of Central Florida and Orange County Arts & Cultural Affairs Office)
- Pinellas

26. How many local arts agencies' have membership categories as a source of operating income for LAA? The LAAs that completed the questions relating to membership categories, range of membership dues, and the amount generated from memberships interpreted the questions differently; so, the information reflected is estimated.

Membership Categories:	# of LAAs Who Have These Membership Categories:	Range of Income from Membership Dues in FY 2007:
Individual Memberships	18	\$30 - \$300,000
Arts/Cultural Organizational Memberships	13	\$85 - \$71,000
Corporate/Business Memberships	11	\$110 - \$25,000
Other (student, artists, patrons)	2	?
Do not have memberships	8	not applicalbe

27. What are local arts agencies' Fiscal Year 2007 expense, income, and inkind budget numbers? The LAAs interpreted the line items differently on the online survey related to income, expenses, and in-kind. The information listed on the attached Excel file does not specifically identify any LAA, but only the numbers they listed by each of the online survey budget line-items. The survey results for the financial section of the survey were incomplete and difficult to analyze because of the different interpretations and incomplete or no financial information provided at all. To get some ideas of what specific line items were for the LAAs that did complete certain financial sections for their 2007 Fiscal Year, please refer to the Tabs (07 Income, 07 Expenses, and 07 In-kind) at the bottom of the attached Excel file.

28. What are other issues the local arts agencies would like information on that were not included in the 2007 online LAA survey?

a.	What is the relationship between your County Commissioners and your organization? Please describe how the relationship functions.
b.	Is your Board as diversified as you would like it to be?
c.	What efforts have you undertaken to increase board diversity? What has worked and what has not worked?
d.	How do you serve the disabled and underserved artists in your community?
e.	What services does your organization provide for disabled audiences and/or members?
f.	Our LAA is restructuring to have more fund-raising roles due to the decreased support from the County associated with the tax cuts. We are restricted from private fundraising for our own operating costs. What are suggestions we can pursue?
g.	Information about Cultural Tourism programs: how they are funded and what elements does the LAA administer (grants, marketing etc).
h.	Information about Public Art programs
i.	Getting the support of the community and local government leaders.
j.	Looking to move into our own facility rather than the government building; wondering how other LAA's pay occupation expenses. New facility will be in a newly created Arts District.

When will this Florida Local Arts Agency Assessment be updated?

The LAAs decided that every two years this information will be updated. The next online LAA survey will be available January 2010, using Fiscal Year 2009 data.

**For additional information,
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