

AGENDA

CITY OF ARCHER
16870 SW 134TH AVENUE
P.O. BOX 39
ARCHER, FL 32618-0039

May 26th, 2016

5:30p.m. Archer Community Center
Advisory Board Meeting ARCHER CITY HALL

All persons wishing to participate and speak on an issue at the public meeting have the right, through the Chair, to ask questions of staff or other speakers, to seek clarification of comments made by staff or other speakers, and to respond to the comments or presentations of staff or other speakers.

All persons who present written materials to Commissioners for consideration must ensure that a copy of those materials is provided to the Clerk for inclusion in the record of proceedings and official minutes.

All persons are advised that, if they decide to appeal any decision made at this public hearing or meeting, they will need a record of the proceedings and, for such purpose, they 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.

All interested persons are invited to attend and be heard.

CALL TO ORDER

I. Consent Agenda

- A. Approve minutes from the meeting on April 19th, 2016

II. Report to the Board, Sue Batey-Chair

- A. Update on Community Concerns, etc.

III. Old Business

- A. Brochure Revision & Changes for Approval (Mrs. Bailey)
- B. Promotion & Advertisement Updates
- C. Media List
- D. Fundraising Letter Revised for Approval
- E. ACC Rental Application
- F. Clean Up - Old Fire Station – City of Archer

IV. New Business

- A. Increase in Rental Fees
- B. Several Proposals for Community Events – Roberta Lopez, Co-Chair
- C. Additional Advertisement – ACC Flyers
- D. Renaissance Printing Application for In-Kind Service/Donation
- E. Possible Humanities Grants from the Florida Humanities Council
- F. Discuss Opening Special Fundraising Account for the ACC

V. Citizen Comments

VI. Committee Comments

VII. Motion to Adjourn

CITY OF ARCHER
16870 SW 134th AVE
Archer, Florida 32618-0039
Phone: 352-495-2880 Fax: 352-495-2445

ARCHER COMMUNITY CENTER ADVISORY BOARD MEETING MINUTES
Thursday, April 19, 2016 Time: 5:30 PM

MINUTES, WHICH ARE PUBLIC RECORD, ARE NOTES TAKEN TO PROVIDE A SUMMARY MEMORANDUM OF MEETINGS OR HEARINGS AND CONTAIN ALL OFFICIAL ACTIONS TAKEN. MINUTES ARE NOT INTENDED TO BE A WORD FOR WORD OR VERBATIM TRANSCRIPTION OF THE MEETING.

Quorum Present:

Chair: Sue Batey
Vice Chair: Roberta Lopez
Board Members: Sheila Brice
Patricia Wiggins
Laurie Costello
Iris Bailey
Frank Batey
Annie Studemire

Absent: Linda Kasicki

Staff:

City Manager: Zeria K. Folston
Minutes Recorder: Mary T. Flickinger

I. CALL TO ORDER:

Chairperson Batey called the meeting to order at 5:45 pm and led the board in an opening prayer.

II. CONSENT AGENDA:

A. Approval of the minutes from the April 7, 2016, meeting.

MOTION

Board Member Lopez moved to approve the consent agenda.

Board Member Costello seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 8-0.

MOTION

Board Member Wiggins moved to approve the minutes of the April 7, 2016, meeting with amendments, as stated.

Board Member Lopez seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 8-0.

III. OLD BUSINESS

A. Brochure Revisions

Chairperson Batey distributed color copies of the revised brochure for review.

MOTION

Board Member Costello moved to remove the Archer Community Center Advisory Board information from the brochure.

Board Member Lopez seconded the motion.

MOTION WITHDRAWN

City Manager Folston proposed leaving the Archer Community Center Advisory Board information on the brochure and to add a programmed, generic phone number. The generic phone number would be setup in the City's system to automatically forward calls to the person assigned to be "on call" to answer the phone. Chairperson Batey stated that she would be responsible for providing the on call phone list to the City.

MOTION

Board Member Bailey moved to approve keeping the Archer Community Center Advisory Board information and to add a generic phone number for contact purposes.

Board Member Wiggins seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 7-1 (Board Member Costello opposed the motion).

MOTION

Board Member Lopez moved to leave the picture of the table with the candles, and to add in the middle of the back of the brochure, where the city logo is located, the words, "Where the community comes together."

Board Member Wiggins seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 8-0.

B. Promotion & Advertisement Update

Board Member Lopez presented a two-page media list to the board and stated that the list has not been updated since 2003. Board Member Lopez asked for a volunteer to update the list. Chairperson Batey stated that she will take on the task of updating the list.

C. Fund Raising Strategy Updates

Board Member Lopez presented the revised draft of the fundraising strategy letter and asked the board to read through the draft and offer suggestions. City Manager Folston asked what the money would be used for, noting that the letter states youth activities and minor repairs. The board discussed the wording in the letter in detail. Board Member Lopez asked City Manager Folston if he would assist in re-writing the paragraph, the way it should be written. City Manager Folston declined, stating that it should come from the will of the people, the Committee, and the city should not write letters asking for money.

Board Member Lopez asked if any past funds were received in connection to the on-line contribution form from 2011. City Manager Folston stated that the committee did not operate under the Sunshine Law at that time and he could find no documentation on any funds received.

VOLUNTEER COMMENT: December McSherry

MOTION

Board Member Wiggins moved to table the draft of the fundraising strategy letter until the next meeting.

Board Member Brice seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 6-0 (Absent: Board Member Costello and Board Member Bailey).

IV. NEW BUSINESS

A. Chairperson Report

Chairperson Batey stated that Board Member Kasicki would like to resign from the board. It is unknown if Ms. Kasicki will remain as a volunteer. The letter of resignation from Ms. Kasicki will be forwarded for inclusion in the minutes. Chairperson Batey stated that the event calendar has been updated to include the new events and is current to date.

Chairperson Batey stated that the revised Committee Assignment list was emailed to the board in their meeting packets. Changes were made based on the discussions and preferences brought forward at the last meeting. The Committee Assignment list is attached to the minutes.

B. Volunteer Cleanup Committee

Chairperson Batey asked the Board to think about who would like to be a part of the Cleanup Committee. To work within the Sunshine Law, City Manager Folston recommended setting up a schedule of events and assigning the volunteers in advance.

Board Member Brice asked to address the cleaning of the facility after events, noting that mopping is different from light cleaning. City Manager Folston recapped that the committee offered to control costs by cleaning the facility, but if the committee is not available to clean the building, the burden of the cost will fall back on the city. Chairperson Batey stated that almost everyone leaves the building clean after an event.

Board Member Lopez stated that training is needed on the audio system and other equipment at the facility. City Manager Folston stated that training will be scheduled prior to the May events.

V. CITIZEN COMMENTS

Commissioner, Fletcher Hope

VI. COMMITTEE COMMENTS

None

VII. MOTION TO ADJOURN

MOTION

Board Member Lopez moved to adjourn the meeting.

Board Member Brice seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 6-0. Time: 7:07 pm. (Absent: Board Member Costello and Board Member Bailey)

Sue Batey, Chair

Zeriah K. Folston, City Manager

Community Center Calendar

May 21	Wedding & Reception 3 - 10 pm
May 26	Graduation (150) 5 - 10 pm SOUND SYSTEM
May 27	Family Reunion (50) 7 - 10pm
May 28	Baby Shower (30) 3 - 6pm
June 4	Baby Shower (45) 3 - 6 pm
June 11	Graduation (100) 5 - 9pm
June 18	Retirement Party (150) 8pm 12pm Alcohol
June 24	Wedding Reception (200) 7 - 11 pm
July 9	Church Anniversary (282) Need to call re time
July 30	Wedding & Reception (100) SOUND SYSTEM Alcohol (optional clean up fee pd)
August 13	Reunion 6 - 9 pm
August 20	Wedding (150) 5 - 8 pm
Nov 12	Wedding/Reception (125) 5 - 8 pm

ARE U PLANNING AN EVENT?

***THE ARCHER COMMUNITY CENTER
IS THE PERFECT PLACE!***

WEDDING, BIRTHDAY PARTY, YOUTH AND CHURCH EVENTS, SEMINAR, REPAST, BANQUET AND MUCH MORE



16671 SW 137th AVENUE

ARCHER, FLORIDA 32618

For more information: 352.495.2880

"WHERE THE COMMUNITY COMES TOGETHER"

**WHAT'S INSIDE OF THIS BEAUTIFUL FACILITY?
SPACE!**



***The main seating area consists of a 1700 square foot open area
Capable of seating 216 comfortably in row seating or 120 with table seating***

PA SYSTEM

STAGE

KITCHEN FOR CATERERS

TABLE & CHAIRS AVAILABLE

ADDITIONAL GROUND SPACE

PROMOTING AND ADVERTISING

THE ARCHER COMMUNITY CENTER

THE ARCHER COMMUNITY CENTER IS A PLACE FOR COMMUNITY ACTIVITIES AND RENTALS FOR SPECIAL EVENTS SUCH AS WEDDINGS, BIRTHDAY PARTIES ETC... THE CITY OF ARCHER AND THE CITIZEN ADVISORY COMMITTEE WILL ASSIST WITH ADVERTISEMENT TO INCREASE PARTICIPATION FROM THE PUBLIC. THE CITY WILL USE THE FUNDS FROM RENTALS TO MAINTAIN THE FACILITY.

PLACES TO ADVERTISE

- 1. DAVID BRIDAL SHOP*
- 2. CATERING SERVICES (SEE LIST OF 19)*
- 3. ALACHUA COUNTY CHAMBER OF COMMERCE*
- 4. ALACHUA COUNTY LIBRARY*
- 5. BOCC*
- 6. VISIT GAINESVILLE – ALACHUA COUNTY TOURIST DEVELOPMENT COUNCIL*
- 7. ALACHUA COUNTY HUMAN RESOURCES*
- 8. BUSINESSES*
- 9. ORGANIZATIONS*
- 10. ALACHUA COUNTY COMMUNICATIONS DEPARTMENT*
- 11. RADIO AND TALK SHOWS*
- 12. BEAUTY AND BARBER SHOPS*

TOOLS NEEDED TO ADVERTISE

- 1. BROCHURES*
- 2. FLYERS*
- 3. SIGNS*
- 4. MEDIA/OTHER*

DRAFT

**The City of Archer Citizen Advisory Board
For The Archer Community Center**

Date:

Dear Partners and Supporters of Archer:

The City of Archer and the Archer Community Center Citizen Advisory Board wishes to thank you again for your support. The old brick gymnasium built in 1936 serves as a multi-purpose center to support our youth, seniors and all of our neighbors around Alachua County. The restoration of this facility happened because of partners and friends like you. We hope you were able to attend the grand opening on August 2, 2011 to see a place that we all can be proud of.

The City of Archer established the Archer Community Center Citizen Advisory Board to assist with the operations of the community center. The board consists of former restoration committee folk, alumni, citizens and friends of Archer. We have held many events and activities at the center focusing on the people in our community. It is important for us to continue providing space for events and activities.

The revenues coming in from special events such as weddings, birthday parties/other does not pay the cost of operations at this facility. The city also waives fees for non-profit organizations who provide special events for the community. In order for the Archer Community Center Citizen Advisory Board to provide good service and continue with special events, additional funds are needed.

The Archer Community Center Citizen Advisory Board will ask the City of Archer to set up a special account to accept funding coming in to support the center. We need your help to keep the doors open for the people in Archer and our friends around Alachua County. If you would like to see this beautiful facility, please contact Roberta Lopez who is the Co-Chair for the Archer Community Center Citizen Advisory Board for a special tour. The Archer Community Center is a place where the community comes together.

If you have any questions, please call Roberta Lopez at 352.495.3035 or the Chairperson Sue Batey at 352.495.2629.

Please see the attached contribution form.

Thank you for your support!

Sincerely,

Sue Batey

ACC Citizen Advisory Board Chair

Roberta Lopez, Co-Chair

THE ARCHER COMMUNITY CENTER CONTRIBUTION FORM

PLEASE PRINT

NAME: _____

ARE YOU A BUSINESS OWNER? _____ **YES** _____ **NO**

BUSINESS/ORGANIZATION NAME:

TYPE: _____

BUSINESS/HOME/ORGANIZATION – PLEASE PRINT

MAILING ADDRESS: _____ **ZIP** _____

STREET ADDRESS: _____ **ZIP** _____

PHONE: _____ **EMAIL:** _____

PLEASE CHECK BELOW

_____ **Yes, I will contribute to the Archer Community Center**

_____ **\$25** _____ **\$100** _____ **\$500** _____ **\$1000**

PLEASE LIST OTHER _____

**Make all checks payable to: City of Archer C/O City Manager Zariah
Folston - Mail to: P. O. Box 39, Archer, FL 32618**

Include in the memo section of the check - For: The Archer Community Center Fund

Please submit this information to the City of Archer Manager – Address same as above or you may contact Roberta Lopez former Restoration Chairperson/Citizen Advisory Board Co-Chair for more information at 352.495.3035 or Sue Batey, Archer Community Center Citizen Advisory Board Chairperson at 352.495.2629.

“Many forces are working to shape the future of our community.

You can help shape its future by getting involved”

THANK YOU FOR YOUR CONTRIBUTION!!

**Archer Community Center
Use Application, Contract, and Rental Policy**

DEPOSITS ARE REQUIRED TO SECURE THE RENTAL DATE

Date: _____

Renter's Name: _____

Phone Home: _____

Renter's Address: _____

Phone Cell: _____

Email Address: _____

DL #: _____

Event Information*

Date(s): _____

Activity: _____

Hours: _____

Anticipated Number of People: _____

Alcohol to be served? ** Yes ___ No ___

Items Requested: ___ Sound System/Audio Visual

___ Tables/Chairs (To be inventoried before returning deposit)

___ 20x40 White Tent with sides – Rental fee: \$225.00

___ (Optional) Clean up fee \$125.00

* The City reserves the right to require liability insurance at the determination of the City Manager. The City may require renters to obtain security services at the determination of the City Manager.

** ACSO security must be provided for events where alcohol will be served.

Events with admission charge or where compensation is received (including political fundraisers)

Rental Fee: \$225.00 for first (3) hours / \$65.00 per additional hour.

Reservation Deposit: 25% of fee to be paid at time of rental – refundable if reservation is cancelled at least (8) weeks prior to rental date.

Security Deposit: \$150.00 refundable deposit to be returned upon walk through inspection for damage or cleaning.

Sound System /Audio Visual Deposit: \$500.00 by payment of separate check, to be refunded upon inspection and confirmation of no damage. If damage occurs, the renters deposit will be utilized for repair of the damage. Renter will be assessed for any costs incurred for repair of damage in excess of the \$500.00 deposit and refunded if less than \$500.00.

Events with no admission fees or fundraising (weddings, reunions etc...)

Rental Fee: \$180.00 for first (3) hours / \$50.00 per additional hour.

Reservation Deposit: 25% of rental fee to be paid at time of rental – refundable if reservation is cancelled at least (8) weeks prior to rental date.

Security Deposit: \$150.00 refundable deposit to be returned upon walk through inspection for damage or cleaning.

Sound System /Audio Visual Deposit: \$500.00 by payment of separate check, to be refunded upon inspection and confirmation of no damage. If damage occurs, the renters deposit will be utilized for repair of the damage. Renter will be assessed for any costs incurred for repair of damage in excess of the \$500.00 deposit and refunded if less than \$500.00.

Events hosted by non-profit (must provide 501 3-C status)

Rental Fee: \$150.00 for first (3) hours / \$40.00 per additional hour.

Reservation Deposit: 25% of rental fee to be paid at time of rental – refundable if reservation is cancelled at least (8) weeks prior to rental date.

Security Deposit: \$150.00 refundable deposit to be returned upon walk through inspection for damage or cleaning.

Sound System /Audio Visual Deposit: \$500.00 by payment of separate check, to be refunded upon inspection and confirmation of no damage. If damage occurs, the renters deposit will be utilized for repair of the damage. Renter will be assessed for any costs incurred for repair of damage in excess of the \$500.00 deposit and refunded if less than \$500.00

Deposits and fees shall be paid by credit card, check, or money order.

Deposits are required to secure the rental date.

If the event runs longer than the time reserved, it will result in additional hourly charges to the tenant and may result in forfeiture of the security deposit.

Deposits will be returned within two (2) weeks of the rental date; provided no damages were found.

All rental fees and security officer fees are to be paid in full two (2) weeks prior to the scheduled event or the event may be cancelled at the City Manager's discretion.

Failure to pay all fees two (2) weeks prior to the scheduled event may result in forfeiture of the deposit.

As a condition precedent to the issuance of this contract, I the undersigned responsible person, knowingly and voluntarily assume the responsibility to abide by all federal, state, count, and city laws and ordinances and Guidelines and Use policy (attached) pertaining to the Archer Community Center. All of which are hereby incorporated herein by reference.

I, for myself and my children, agents, servants, employees, heirs, executors, administrators, and assigns, and the entity on whose behalf I am entering into this contract, agree to release, indemnify and hold harmless the City of Archer, Florida, it's officials, officers, employees, agents, and volunteers from any claim arising out of the use of the Archer Community Center, including but not limited to accidents, injuries, illness, negligent or intentional torts, acts of God, attorney fees, loss of service claims, or any other expenses or claims, including those based on a subrogate interest of any insurer, or loss of group or personal property relating to the use of the center.

Agreed to and accepted by: _____ this ____ day of _____, _____

Signature of Renter: _____

Archer Community Center Guidelines and Use Policy

Maximum Capacity: 282

1. Application for the use of the Archer Community Center must be made on the City's request form. The request must be signed by an adult (21) years or older who assumes responsibility for the Archer Community Center reservation and actions of their guests and must be present at all times during the rental of the facility. The City has the discretion to deny use of the facility for any event, including those it deems harmful to the public health, safety and welfare of the City of Archer. **Picture identification is required at time of application.**
2. Hours of operation are from 8:30 a.m. to 10:00 p.m. unless prior authorization is received from the City Manager or his designee.
3. The City of Archer personnel will arrange for entry to the Community Center one week prior to the event for viewing and planning purposes. Keys will be made available to renters.
4. Alcohol violations will cause forfeiture of the security deposit.
5. The Sound System / Audio Visual shall be operated only by City of Archer personnel or authorized representative as designated by the City Manager. Renter may provide music or other media to be played through the system or alternatively, renter may provide a DJ or other means of playing audio or video.
6. Please note that the City does NOT provide a stove in the kitchen area, wireless internet, or use of the office facility within the Community Center.
7. Payment of all fees must be verified before renter may take possession of the premises.
8. If for any reason, where it is impossible or impractical and the City is not able to deliver the Community Center upon the date, or in the condition requested, the applicant hereby agrees to release the City from any claim derived there from with the sole exception that the deposit or prepaid rent shall be refunded to the applicant.
9. No birdseed, rice, or other loose material may be thrown inside the building. No loose glitter / sparkles / or sequins may be used for decoration.
10. Compliance with the International Fire Code as adopted by the City is required when using candles. Candles must be enclosed in a hurricane type holder. No tapered candles are allowed.
11. The Community Center is a smoke free facility. **NO SMOKING IS ALLOWED. NON COMPLIANCE WILL RESULT IN FORFEITURE OF DAMAGE/SECURITY DEPOSIT.**
12. Renter is responsible for clean up of the Community Center at the conclusion of the time reserved. This must include picking up trash, decorations, removing trash to outside dumpsters, restrooms, and all other areas around the exterior of the building including the landscaping and trash/cigarette receptacle. The Community Center should be left in the condition in which it was found.
13. Any decorating, covering or changes to the facility must be approved at the time of the rental application and put into writing as a part of the agreement. The use of cellophane or adhesive tape, nails, staples, screws, etc, on tables, walls, or other equipment is not permitted. Placement, relocation, or arrangement of equipment other than tables and chairs is not permitted.
14. The City shall furnish light, heat, and air conditioning, incidental to ordinary building usage. The renter shall be responsible for all decorating and other special preparations necessary for rental. All decorations shall be put up and taken down on the day of the event unless prior arrangement is received from the City Manager or his designee.
15. Placement and arrangement of equipment or property owned or rented by renter may be done by seeking approval as a part of the rental agreement.

16. The renter, as well as the group or organization the renter represents, shall be responsible for any damage to the Community Center equipment or property. If, after an activity, additional janitorial maintenance is required, the renter will be charged accordingly. The security deposit will be used to reimburse the City for expenses or damages it incurs in this regard.
17. All events must end no later than 10:00 p.m. the day it began, and the building must be restored to its pre-event condition and vacated. Individuals still on the Community Center property will be charged with trespassing. The security deposit will be forfeited when it has been determined that trespassing has occurred.
18. NO SOAP OF ANY KIND IS TO BE USED ON THE FLOORS OF THE COMMUNITY CENTER. FLOORS ARE TO BE DAMP MOPPED WITH CLEAN HOT WATER.
19. Set up and breakdown of tables and chairs are the responsibility of the renter. Chairs and tables are not to be dragged across the Community Center floor, which may cause damage for which renter will be liable.
20. Storage facilities are not available for renters use. No items may be left in the Community Center after its rental.
21. All dances and activities which are open to the public shall require approval of the City Commission.
22. Gambling is prohibited, with the exception of bingo, which may be conducted in accordance with state, federal, and other applicable laws.
23. Rental agreements are not transferable or assignable to another person.
24. The rental group, its guests, or invitees shall comply with all applicable City, County, State and Federal laws and any specific use regulations.
25. No tables, chairs, or equipment of any type may be removed from the building without permission from the City Manager or his designee.
26. The serving or consumption of alcohol on the premises is allowed as otherwise permitted by law. Those using the facility must comply with City, County, and State laws and ordinances.
27. When alcohol is served, it is at the discretion of the City Manager or his designee to request that the center provide Alachua County Sheriff's Office off-duty security detail for the event.
28. All persons using the Community Center shall be properly clothed, including shirt and shoes.
29. No animals are permitted in the Community Center (except Seeing Eye dogs), or as provided as part of a specifically authorized program.
30. Any persons violating the established Guidelines and Use Policy or creating a nuisance will be required to leave the facility and property. Misuse of the facility will be sufficient reason for terminating the agreement between the City and the renter. The Security deposit will not be refunded.
31. The time allotted for rental shall include sufficient time for set up prior to the event and clean up after the event.

The foregoing Guidelines and Use Policy has been read and understood and agreed to by the renter on the date indicated hereon. By not following all rules and guidelines, the security deposit will be forfeited.

Agreed to and accepted by: _____ this _____ day of _____, _____

Signature of Renter: _____

Archer Community Center Alcohol Regulations

Consumption of alcoholic beverages: Permitted

Consumption of alcoholic beverages at the Community Center is permitted per City Ordinance 02-2013. Persons 21 years of age or older may consume alcoholic beverages inside the Community Center building only. Open alcoholic beverage containers and public consumption in the parking lot is prohibited.

Sale of alcoholic beverages: Prohibited

The sale of any alcoholic beverages is strictly prohibited.

The charging of any fee, or any exchange of money related to the distribution or consumption of any alcoholic beverage is considered an unlawful sale and is prohibited.

Security personnel assigned to an event are sworn police officers of the Alachua County Sheriff's Office. It is the policy of the Alachua County Sheriff's Office to arrest or cite any minor in possession of, or who has consumed alcoholic beverages, as well as arrest or cite the person furnishing the alcohol.

Renter's Responsibility:

The person renting the Community Center, as indicated in the "Renters Name" on the rental application, may be held responsible for any violation of the regulations governing alcoholic beverages.

The Renter must be present at the Community Center at all times during the event in which alcoholic beverages are being consumed.

Violations appearing deliberate or reoccurring will cause the event to be stopped and result in the forfeiture of any deposits or rental fees.

Attendance Levels:

Assigned security personnel reserve the right to request additional security personnel if the event attendance excessively exceeds the attendance level reported on the rental application. The renter is responsible for the additional security fees.

Agreed to and accepted by: _____ this ____ day of _____.

Signature of Renter: _____

Proposed Rental Fee Changes
Archer Community Center

Current Fee:

Events with no admission fees or fundraising (weddings, family reunions, etc...)

Rental Fee: **\$180.00** for first three (3) hours / \$50 per additional hour.

Proposed Fee:

Events with no admission fees or fundraising (weddings, family reunions, etc...)

Rental Fee: **\$300.00** for first three (3) hours / \$50 per additional hour.

HEALTH FAIR - PLAN OF ACTION TO BE DISCUSSED AT THE MEETING (Roberta)

BINGO FAMILY FUN NIGHT

A Bingo Night at the Archer Community Center can be organized for a family event. It takes a few people to organize a successful bingo night. The equipment can be purchased or borrowed. Task includes calling local stores or getting sponsors for gift/prize donations, We will be able to sell hotdogs and drinks and or provide these food items free to families who cannot afford it.

Advertisement – create flyers/posters to publicize the events. (See attached material)

MOVIE NIGHT

The Archer Library is a great resource. They may provide a projector and will be able to help with documentaries etc.... The Archer Community Center is equipped with a screen and space for the Movie. We will be able to sell popcorn, hot dogs/other snacks.

BREAKFAST FOR THE SENIORS CITIZENS

Making it an annual event at the Archer Community Center. Seek community sponsors / volunteers for this event.

YOUTH DANCE CLASS

Contact Commissioner Michelle Harris who teaches dance

EASTER EGG HUNT AND OR ROLL

Making it an annual event working with local churches and organizations in the Archer Community

VETERANS AFFAIRS EVENTS Participating with Janice Silverhawk

HALLOWEEN PARTY FOR OUR YOUTH AND ADULTS

**POSSIBLE SPONSORS/PARTICIPANTS
FOR EVENTS**

LOCAL BUSINESSES

Ace Hardware

Archer Feed Store

Family Dollar

Maddox foundry

Dees Sandwich Shop

Kangaroo Station

The Mexican Restaurant

Mustang Bar and Grill

Archer Automotive Shop

Santa Fe College

Betty Martin Day-Care

Leo Robinson Lawn Care Service

Patricia Wiggins

Save-A-lot

Costello Realty

SUBWAY

Chevron Gas Station

Alachua County Library

Dollar General

Jordan Glen School

PREMIUM Car Sales

Archer Elementary School

Chris Crawford Auto Service

Mario Lawn Care Service

Home Style Realty

Salon 352 & Supplies

ORGANIZATIONS

ACPO

Community Christian Organizations

City of Archer Chamber of Comm.

The Ministerial Alliance

Archer Historical Society

Archer High School Alumni

Patricia Wiggins – President

Helen Stephen – President

Dan Beck

President

Josh Braley

Lila Moyer/Frank & Sue Batey



DONATION REQUEST

Please bring this completed application to our retail location, or fax to our business office at (352) 375-0522. Thank you.

Please allow 30 days for review.

Today's Date _____/_____/_____

Date of the event: _____/_____/_____

Deadline for response to your request: _____/_____/_____

Organization Name _____

Your Name (please print) _____

Address _____

Phone _____

Mobile Phone _____

Email _____

Cause/Organization that our donation will serve:
(Please provide as much detail as possible)

Where will the event be held? _____

How many people will attend your event? _____

How will Renaissance Printing be officially recognized for this donation? _____

Donation Request - What would you like us to donate? _____

Donation Guidelines

- Local organizations and causes receive the bulk of our donations
- We support more than 100 functions annually. Because of this, we may not be able to satisfy the entire amount of your request.
- Typically, our support will be in the form of gift certificates for our services. This will allow flexibility to provide a variety of products you may need.
- If we were unable to help at this time, please don't hesitate to ask again in the future.
- We review donation requests twice monthly. Please allow 30 days for our review board to meet and award our support (i.e. submit your requests early.)

Thank you for giving us the opportunity to help support your cause. While we cannot respond positively to all requests, we do consistently give back to the community.

Renaissance Printing



See the following link:

<http://www.floridahumanities.org/Grants/Current>

Currently Available Grants

Error! Filename not specified.The following grants are currently available from the Florida Humanities Council. Click on each grant type for additional information including deadlines and application materials.

Major Grants for Community Organizations – Up to \$15,000

Major grants provide support for the planning and implementation of large scale humanities projects or those that occur over a longer time frame than those funded by mini grants. Projects may be presented in a variety of formats including exhibits, multi-media resources, lecture series, book and film festivals, walking tours and maps, cultural heritage products, and many others. All applicants must first be pre-approved through a Letter of Intent process.

* Mini Grants for Community Organizations - Up to \$2,000

Mini grants provide financial support for the planning and implementation of a variety of public humanities projects. Mini grant proposals are typically for small projects such as single events, lectures or panel discussions, reading and discussion groups, film series, and/or small exhibits. Mini grants can also support the development of print and/or on-line resources which may include interpretive brochures, reading lists, audio/video recordings of scholar presentations, and classroom resources.

Partnership Grants for Community Organizations - Up to \$8,000

Partnership grants are available to non-profit community organizations who are interested in designing and conducting annual series of humanities programs over a two year period. Organizations must host a minimum of two to four programs annually that clearly relate to a well-defined central theme. In addition to costs related to presenting a program series, grant funds may be expended on the development of complementary resources that extend the reach of the project.

PrimeTime Grants for Library Systems - Up to \$10,000

PrimeTime is a six-week program of reading, discussion and storytelling for parents and children. This library-based program targets low-literacy, low-income families with children between the ages of 6 and 12. By introducing families to libraries, PrimeTime encourages parents to read and talk about books with their children. Partnership grants (up to \$10,000) are available for a series of three, six-week programs. Mini grants (up to \$2,000) are available for single, six-week series at sites that have previously conducted PrimeTime programs.

Museum on Main Street Grants for Small Community Organizations – Up to \$10,000

Museum on Main Street (MoMS) provides small rural communities access to Smithsonian Institution traveling exhibits. Two-year grants are available to non-profit community organizations who are interested in hosting the Smithsonian's "Journey Stories" exhibit which uses engaging images, audio recordings, and artifacts to illustrate the critical roles travel and movement have played in building American society. Organizations must also design and present two to four public programs annually that clearly relate to the theme of the exhibit