ARTS COMMISSION AGENDA

Tuesday, August 13, 2019
6:00 p.m.
City Hall
Conference Room #3

Call to Order

Roll Call

Adopt Agenda

Approval of Minutes of Previous Meeting

1. Approve Minutes from the July 16, 2019 Meeting

Old Business

2. 2019 Summer Concerts - Recap

New Business

3. Administering the Oath of Office for Anthony Mills

4. Drawing for A Free Pair of Winter Concert Tickets for the Summer in the City Survey Entries

5. Consider Guidelines for Selecting Concert Performers

6. Consider Invitation to Work at the Coon Rapids North Star Lions Military Softball Tournament

7. Consider Invitation to Work at the Love My Pet Fair Chalk Art Contest Booth on Sept 21, 2019

Other Business

Adjourn

Arts Commission - Regular **1.**

Meeting Date: 08/13/2019

Subject: Approve Minutes from the July 16, 2019 Meeting

INTRODUCTION

RECOMMENDATION

Attachments

Arts Com Minutes 7-16-19

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 7/16/2019

The 7/16/2019 meeting of the Arts Commission was called to order at 6:00 p.m. by the Chair Mary Ann Kehn at Coon Rapids City Center, Conference Room #3, 11155 Robinson Drive, Coon Rapids MN 55433.

Commissioners Present: Mary Ann Kehn (Chair), Donna Carson, Ellen Feuling, Elaine Stulc, William Reichenborn

Commissioners Not Present: John Kocon Jim Ulwelling Amy Kuechle

Guests Present:

Staff Liaison: Stephanie Lincoln (Deputy City Clerk)

ADOPT AGENDA

Meeting called to order at 6:00 p.m. by Chair Mary Ann Kehn.

Motion by Ellen Feuling to accept the agenda as written.
Seconded by Donna Carson.
Motion passed unanimously.

APPROVAL OF MINUTES

APPROVAL OF THE **JUNE 18, 2019** MINUTES

Motion by Elaine Stulc to approve the June 18, 2019 Minutes as written.
Seconded by Ellen Feuling.
Motion passed unanimously.

OLD BUSINESS

CONSIDER ARTS COMMISSION MEMBER SHIRTS

Arts Commission Member, Donna Carson, suggested that it may be helpful to have matching shirts for each of the Arts Commission members to wear when working at the many events throughout the year. A quote from the vendor was obtained, permission from City Manager, Matt Stemwedel, was given for the City to pay for the shirts. Each Commission Member is to give size preferences to Staff Liaison, Stephanie Lincoln, before August 2, 2019 to ensure the order is placed before the deadline.

Motion by Elaine Stulc to order matching blue shirts that have the embroidered City logo on the front and screen print lettering of "ARTS COMMISSION" on the back.
Seconded by William Reichenborn.
Motion passed unanimously.

CONSIDER 2020 WINTER CONCERT SERIES PERFORMERS

The Arts Commission discussed the performer line-up for the 2020 Winter Concert Series. Suggestions included:

1. Good Foot Express ($600)

Motion by Ellen Feuling to have Good Foot Express play the January 9th, 2020 Winter Concert.

Seconded by Donna Carson.
Motion passed unanimously.

2. Red Letter Band (fee to be determined)
   Motion by Ellen Feuling to have Red Letter Band play the February 13th, 2020 Winter Concert.
   Seconded by Elaine Stulc.
   Motion passed unanimously.

3. Dick Szyplinski ($200)
   Motion by Donna Carson to have Dick Szyplinski play the March 12th, 2020 Winter Concert.
   Seconded by Ellen Feuling.
   Motion passed unanimously.

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, August 13, 2019, at 6:00 PM at Coon Rapids City Hall, Conference Room #3, 11155 Robinson Dr NW, Coon Rapids, MN, 55433.

ADJOURN

Motion to adjourn by Donna Carson at 6:43 p.m.
Seconded by Ellen Feuling.
Motion passed unanimously.

Respectfully submitted by
Stephanie Lincoln, Staff Liaison

Arts Commission - Regular **2.**

Meeting Date: 08/13/2019

Subject: 2019 Summer Concerts - Recap

INTRODUCTION

As the last summer concert of the season has come and gone, the Arts Commission is asked to reflect on each of the concerts; what went well and what may need to be improved. Are there any preformers that should be invited back? Should the Boy Scout Troop and Lions be invited back for next year?

RECOMMENDATION

Arts Commission - Regular **3.**

Meeting Date: 08/13/2019

Subject: Administering the Oath of Office for Anthony Mills

INTRODUCTION

The Oath of Office will be administered to Anthony Mills, our newest Arts Commission Memeber.

RECOMMENDATION

Attachments

Oath of Office for Anthony Mills

OATH OF OFFICE

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss
CITY OF COON RAPIDS)

I, Anthony Mills, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Minnesota, and discharge faithfully the duties of the office of Arts Commissioner for the City of Coon Rapids in the County of Anoka and State of Minnesota, to the best of my judgment and ability.

_____

WITNESSED:

_____
Filed this 13th of August, 2019

Arts Commission - Regular **4.**

Meeting Date: 08/13/2019

Subject: Drawing for A Free Pair of Winter Concert Tickets for the Summer in the City Survey Entries

INTRODUCTION

During each of the Summer in the City Meetings, a Interest Survey & Prize Entry Form was handed out to citizens. If they completed the form, it was entered into a drawing to be held at tonight's meeting. The winner will win a pair of free tickets to a winter concert of their choice.

RECOMMENDATION

Arts Commission - Regular **5.**

Meeting Date: 08/13/2019

Subject: Consider Guidelines for Selecting Concert Performers

INTRODUCTION

Anthony Mills suggested that the Arts Commission re-visit the 2004 purposed Performer Selection Guidelines & Policies.

RECOMMENDATION

Attachments

2004 Purposed Guidelines and Policies

Coon Rapids Arts Commission

11/16/2004

Performer Selection Guidelines & Policies

The following guidelines and policies are intended to assist in the selection process of performers for the Coon Rapids summer and winter community concerts. The concerts should provide our community with quality performances that entertain, educate and provide a variety of artistic experiences.

This document is intended to provide structure to the selection process and the formation of our concerts. It is not intended to dictate how the Commission *must* make its decisions but rather to suggest a general approach. It is also expected that the approach will be reviewed and altered as the Commission's needs change.

The approach is described with two types of actions – GUIDELINES and POLICIES. GUIDELINES are generally agreed upon practices, but provide flexibility and may be waived without a formal vote. POLICIES are practices that have been formally agreed upon and require a formal majority vote to waive.

POLICY: Performing groups (acts) will be limited to two consecutive performances. Once the limit is reached, the group is ineligible to perform the following season. They may appear again after that and could conceivably appear in two more consecutive performances until again becoming ineligible.

GUIDELINES:

1) The Commission will generally book only established performers.
2) An audition is required for all prospective acts. This can be achieved via live performance or media submitted by the performer.
3) Winter Concerts should feature smaller and (perhaps) less expensive performers. This would include acts that would work better indoors rather than outdoors.
4) Summer Concerts should focus on acts that would tend to draw a large audience or have a large number of performers.
5) The Commission will seek to provide fresh experiences to the Community while providing well-received acts the opportunity to reappear. The logic for this is to draw our audience with acts they have enjoyed in the past while giving them assurance that new acts will meet their expectations. To assist in this process the following formula is suggested:

a) New acts that have never appeared before in Coon Rapids should be considered each year. Approximately 2 to 4 (20-40%) is suggested for the Summer Concerts and 2 to 4 (50-100%) for the Winter Concerts.
b) The remaining acts should be drawn from previous years. This could include 0-3 encore performances by groups appearing the previous season.
c) Genre duplication within a season should be held to a minimum.
d) The Commission should view its concerts on a continuum over a period of several years. It should consider what genres have or have not been presented over that period and adjust the lineup accordingly.
e) The Commission should periodically move beyond its normal offerings and sponsor an occasional special event.

Arts Commission - Regular **6.**

Meeting Date: 08/13/2019

Subject: Consider Invitation to Work at the Coon Rapids North Star Lions Military Softball Tournament

INTRODUCTION

The Coon Rapids Lions have invited the Arts Commission to assist in working the concessions at their Annual Military Softball Tournament September 6, 7 and 8, 2019.

RECOMMENDATION

Arts Commission - Regular **7.**

Meeting Date: 08/13/2019

Subject: Consider Invitation to Work at the Love My Pet Fair Chalk Art Contest Booth on Sept 21, 2019

INTRODUCTION

The planning committee for the Love My Pet Fair has added a Chalk Art Contest for this year's event on September 21, 2019. They request that the Arts Commission work at the booth for the duration of the event and then be official judges for each of the age categories. See attached documents that gives details and guidelines for the contest.

RECOMMENDATION

Attachments

Registration Form for the 2019 Chalk Art Contest

Chalk Art Guidelines

Registration for the 2019 Sidewalk Chalk Art Contest

The Sidewalk Chalk Art Contest is held in conjunction with Coon Rapids Love My Pet Fair

September 21 - 10:00 a.m. to 1:00 p.m.
Riverview Park, 2420 105th Ave.

Date _____

Artist Name _____

Address _____

City/State/Zip _____

Email Address _____

Phone Number _____

Select Registration Category

5-8 yrs 9-13 yrs 14-17 yrs 18 + Adults

Certification: By typing or signing my name in the box below I am stating that I have read the rules of the contest and agree to abide by the rules. I take full responsibility for myself and any person with me. I hereby release the City of Coon Rapids and all their representatives or volunteers from any and all liabilities, damages, losses, theft or injury resulting from the participation in the Sidewalk Chalk Contest. If under the age of 18 a parent or guardian must sign and agree to the rules.

Signature:_____

The Sidewalk Chalk Art Contest is held in conjunction with Coon Rapids Love My Pet Fair

September 21 - 10:00 a.m. to 1:00 p.m.
Riverview Park, 2420 105th Ave.

Event Schedule:

10-10:45 a.m.	Registration
11 a.m. to 12:30 p.m.	Artists will be creating their masterpieces
1 p.m.	Awards Ceremony

Prizes: Winner and runner up for each category will be awarded prize. If winners are not present for the awards ceremony they will be notified.

Registration: No entry fee. Preregistration is preferred or register on site by 10:45 am, if spots are still available. Registration will be taken on-line until Friday, September 13th or until full. Space limited so sign up early!

Supplies: Participants will be provided with a large pack of chalk. Participants may bring their own, all chalk must be water-based.

Artists:

- Artists should bring their own:
- Design
- Chalk Erasers
- Knee Pads
- Sunscreen
- Grid/Pattern
- Camera
- Water
- Plastic Tarp or Umbrella (in case of rain)

Rules:

- Chalk will be provided to participants. Only non-oil based washable chalk may be in your design. No acrylic paints, liquid pastels, oil-based pastels, hard pastels, etc. will be allowed.
- Designs must not exceed beyond their designated square. Approximate size of square will be 4'x4'. Your design is not a square it must fit inside the 4'x4' square.
- All artwork must be appropriate for public viewing by all ages; No lewd, graphic violence, gore, nudity.
- No political messages, words, symbols, logos or advertisements intended as advertising may appear in the image or space provided.
- Digital photos will be taken, City of Coon Rapids reserves the right to use photographs for marketing, promotion and publicity purposes.
- Organizers have the right to disqualify and/or remove any inappropriate art or writing as they deem necessary.
- Spaces will be assigned on first come first served basis.
- Official judging based on a 1-5 scale on first impression, creativity, originality, skill and use of color. Decision of the judges are final.
- Organizers are not responsible for damage or defacing of artwork.

Weather:

All attempts will be made to hold the chalk art contest. In the event of inclement weather, please check the Coon Rapids Love My Pet Fair facebook page. Like us on facebook @CoonRapidsLoveMyPetFair

For additional sidewalk chalk contest information contact:
Heather Robinson at 763-767-6418 or City of Coon Rapids by email to hrobinson@coonrapidsmn.gov