



ARTS COMMISSION AGENDA

Tuesday, December 17, 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 Meeting Minutes from November 19, 2019

Old Business

2. Consider 2019 Holiday Lighting Contest Entries and Final Results from Sub-Committee
3. Continue 2020 Summer Concert Planning
4. Review January 2020 Winter Concert Details

New Business

5. Consider the 2020 Arts Commission Annual Work Plan
6. Consider Commission Terms Expiring in 2019
7. Consider Commission Elections
8. Recieve Information on Coon Rapids Mural Project from Commissioner Stulc and Commissioner Feuling
9. Consider January 21, 2020 Meeting Location

Other Business

Adjourn



Arts Commission - Regular

1.

Meeting Date: 12/17/2019

Subject: Approve Meeting Minutes from November 19, 2019

INTRODUCTION

Approve Meeting Minutes from November 19, 2019

DISCUSSION

RECOMMENDATION

Attachments

11-19 Minutes

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 11/19/2019

The 11/19/2019 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), Ellen Feuling, Amy Kuechle, Elaine Stulc, William Reichenborn, Anthony Mills, John Kocon

Commissioners Not Present: Jim Ulwelling, Donna Carson

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 Elaine Stulc.

Motion passed unanimously.

APPROVAL OF MINUTES

APPROVAL OF THE OCTOBER 15, 2019 MINUTES

Motion by Ellen Feuling to approve the October 15, 2019 Minutes as written.

Seconded by Amy Kuechle.

Motion passed unanimously.

OLD BUSINESS

RECEIVE 2019 SUMMER IN THE CITY INTEREST SURVEY RESPONSES SPREADSHEET

The Arts Commission reviewed Survey results as presented by Commissioner Ellen Feuling.

CONSIDER 2020 SUMMER CONCERT PERFORMERS

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

1. Ecuador Manta (\$1,000)

Motion by Ellen Feuling to have Ecuador Manta play the July 30, 2020 Summer Concert.

Seconded by Amy Kuechle.

Motion passed unanimously.

2. Sherwin Linton (\$1,000)

Motion by Elaine Stulc to have Sherwin Linton play the June 18, 2020 Summer Concert.

Seconded by Amy Kuechle.

Motion passed unanimously.

NEW BUSINESS

CONSIDER INVITING CARICATURE ARTIST TO WINTER CONCERT(S)

The Arts Commission discussed inviting the Caricature Artist, Jonny Borgen, to the February 13, 2020 Concert.

Motion by Ellen Feuling to invite the Caricature Artist, Jonny Borgen, to the February 13, 2020 Concert for the price of \$75.

Seconded by Amy Kuechle.

Motion passed unanimously.

CONSIDER 2019 HOLIDAY LIGHTING CONTEST DETAILS AND JUDGE SUB-COMMITTEE

The Arts Commissioners discussed the contest details and selected the following Judges to be the judging committee:

1. John Kocon
2. William Reichenborn
3. Elaine Stulc
4. Amy Kuechle

Alternate will be Ellen Feuling

They will be meeting December 12, 2019 at the Coon Rapids City Center parking lot. Elaine Stulc will pick up judging materials prior to the night of judging.

OTHER BUSINESS

None

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, December 17, 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 William Reichenborn at 7:12 p.m.

Seconded by John Kocon.

Motion passed unanimously.

Respectfully submitted by Stephanie Lincoln, Staff Liaison



Arts Commission - Regular

2.

Meeting Date: 12/17/2019

Subject: Consider 2019 Holiday Lighting Contest Entries and Final Results from Sub-Committee

INTRODUCTION

Arts Commission is asked to view the 2019 Holiday Lighting Contest entries, tabulate the scores and review the final results from the judging sub-committee.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

3.

Meeting Date: 12/17/2019

Subject: Continue 2020 Summer Concert Planning

INTRODUCTION

The Arts Commission is asked to continue working to select performers for the 2020 Summer Concert Series. Commissioners are encouraged to bring their proposals to the meeting and also have the details of pricing and availability with them.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

4.

Meeting Date: 12/17/2019

Subject: Review January 2020 Winter Concert Details

INTRODUCTION

The Arts Commission is asked to review the details of the first Winter Concert of 2020 being held on January 9, 2020. Items to consider:

Cake cutter confirmation
Commissioners working
Staff person in January
Supplies needed

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

5.

Meeting Date: 12/17/2019

Subject: Consider the 2020 Arts Commission Annual Work Plan

INTRODUCTION

The Arts Commission is asked to consider the purposed Annual Work Plan (Event Calendar). City Code 3-204 requires that each commission submit an Annual Work Plan to City Council by February of each year. Attached is the 2020 purposed plan for the Arts Commission.

DISCUSSION

RECOMMENDATION

Attachments

2020 Work Plan-Events Calendar

Arts Commission Events Calendar



January

Performing Arts Series: Dessert & Coffee Concerts

- Commissioners attend and work January Concert

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Insure bands are booked for summer concerts and all Performance Agreements have been signed

Miscellaneous

- Administer Oath of Office for new and returning Commissioners

February

Performing Arts Series: Dessert & Coffee Concerts

- Commissioners attend and work February Concert

March

Performing Arts Series: Dessert & Coffee Concerts

- Commissioners attend and work March Concert

Contests

- Determine/confirm annual contests
 - Photo
 - Holiday Lighting

April

Performing Arts Series: Dessert & Coffee Concerts

- Commissioners attend and work April Concert
- Evaluate previous concert series

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Confirm concessions for summer concerts
- Confirm Golf Cart and Drivers
- Notify Anoka County Parks staff of summer concert lineup
- Draft Memo to City Council with announcement of summer concert lineup

Budget

- Set budget for the following year
- Request grant from Community Strength Foundation for the concerts for the following year

May

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Confirm commissioner roles and responsibilities for concerts
- Submit check requests to Finance Dept for Performers

Photo Contest

- Confirm photo contest details

June

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Commissioners attend and work at the concerts

Photo Contest

- Roll out photo contest

July

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Commissioners attend and work at the concerts

Performing Arts Series: Dessert & Coffee Concerts

- Begin to look at performers for winter concert

August

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Commissioners attend and work at the concerts

Holiday Lighting Contest

- Confirm details

September

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Evaluate previous concert series
- Send thank-you notes
- Begin to look at performers for summer concerts

Photo Contest

- Judging and notification

October

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Determine performers for summer concerts

November

Performing Arts Series: Thursday Nites LIVE! at the Dam

- Determine performers for summer concerts

Holiday Lighting Contest

- Roll out contest
- Determine commissioner roles and responsibilities

December

Holiday Lighting Contest

- Judging and notification

Performing Arts Series: Dessert & Coffee Concerts

- Submit check requests to Finance Dept for Performers
- Submit check request to Finance Dept for petty cash
- Verify cake cutters are available
- Order supplies

Miscellaneous

- Vote for next year's officers
- Update Arts Commission Annual Work Program (Events Calendar) and submit it to City Clerk for submission to City Council before February 1st.

CELEBRATION!



Arts Commission - Regular

6.

Meeting Date: 12/17/2019

Subject: Consider Commission Terms Expiring in 2019

INTRODUCTION

The following Arts Commissioners three year term will expire at the end of 2019: Amy Kuechle, William Reichenborn, and Donna Carson. These Commissioners are asked to consider if they would like to serve on the Arts Commission for an additional term.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

7.

Meeting Date: 12/17/2019

Subject: Consider Commission Elections

INTRODUCTION

The Arts Commission is asked to discuss 2020 officer positions of Chair, Co-Chair, and Treasurer and appoint Commissioners for each position.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

8.

Meeting Date: 12/17/2019

Subject: Recieve Information on Coon Rapids Mural Project from Commissioner Stulc and Commissioner Feuling

INTRODUCTION

The Arts Commission is asked to receive information about the Mural Design Workshop that Commissioner Stulc and Commissioner Feuling attended on November 23, 2019 at Anoka-Ramsey Community College.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

9.

Meeting Date: 12/17/2019

Subject: Consider January 21, 2020 Meeting Location

INTRODUCTION

The Arts Commission is asked to discuss where to have the January meeting as they usually meets at Kendall's Resturant for its January meeting.

DISCUSSION

RECOMMENDATION
