ARTS COMMISSION AGENDA

Wednesday, September 16, 2020
6:00 p.m.
City Hall, Civic Center
Civic Room B

Call to Order

Adopt Agenda

Approval of Minutes of Previous Meeting

1. Approve Minutes from the August 25, 2020 Meeting

Old Business

2. Continue Planning of the 2021 Winter Concerts

3. Discuss the Arts Commission Meeting Attendance Policy

New Business

4. Start Planning for the 2021 Summer Concerts

Other Business

Adjourn

Arts Commission - Regular **1.**

Meeting Date: 09/16/2020

Subject: Approve Minutes from the August 25, 2020 Meeting

INTRODUCTION

DISCUSSION

RECOMMENDATION

Attachments

August 25 Minutes

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 8/25/2020

The 8/25/2020 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, Civic Center Civic Room B, 11155 Robinson Drive, Coon Rapids MN 55433.

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

Commissioners Not Present: John Kocon, Anthony Mills, Jim Ulwelling

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 **JULY 21, 2020** MINUTES

Motion by Ellen Feuling to approve the July 21, 2020 Minutes as written.
Seconded by Amy Kuechle.
Motion passed unanimously.

OLD BUSINESS

2021 WINTER CONCERT PLANNING

The Arts Commission continued to discussed plans for the 2021 Winter Concert series. Due to on-going concerns with COVID 19, they discussed that planning each of the concerts is very difficult. The current restrictions for these types of events would only allow for 58 people to attend each concert and the serving of food and beverages would not be permitted. In a typical year, ticket sales would start in November prior to the concert series to allow for maximum ticket sales. With the limited number of tickets that could be sold and the issue of not being able to serve desert, concerns were also raised about paying for performers. Because there are too many unknown factors, it was discussed if the concerts should be cancelled.

Motion by Ellen Feuling to cancel the January and February 2021 Winter Concerts, and continue to discuss the March and April 2021 Winter Concerts at the December 15, 2020 meeting.
Seconded by Amy Kuechle.
Motion passed unanimously

NEW BUSINESS

ADMINISTERING THE OATH OF OFFICE FOR GEORGE BLINDAUER

The Oath of Office was administered to George Blindauer

OTHER BUSINESS

COMMISSION ATTENDANCE CONCERNS

The Arts Commission discussed that there have been some Commission members that have not attended meetings or events in a very long time and have not given notice that they would not be attending. The Arts Commission By-laws state that a Commission member missing two consecutive meetings without just cause may be recommended for dismissal. It was discussed that Chair Mary Ann Kehn would send an email warning of this and maybe even have Staff Liaison Stephanie Lincoln follow up with a telephone call. This item has been tabled for further discussion at the next meeting.

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, August 25, 2020, at 6:00 PM at Coon Rapids City Hall, Civic Center, Civic Room B, 11155 Robinson Dr NW, Coon Rapids, MN, 55433.

ADJOURN

Motion to adjourn by George Blindauer at 6:25 p.m.
Seconded by Donna Carson.
Motion passed unanimously.

Respectfully submitted by Stephanie Lincoln, Staff Liaison

Arts Commission - Regular **2.**

Meeting Date: 09/16/2020

Subject: Continue Planning of the 2021 Winter Concerts

INTRODUCTION

The Arts Commission is asked to continue discussing plans for the 2021 Winter Concerts. Topics include:

Artists/Performers for March and April Concerts
Costco Cakes
Cake Cutters
Ticket prices
Social Distancing plans

DISCUSSION

RECOMMENDATION

Arts Commission - Regular **3.**

Meeting Date: 09/16/2020

Subject: Discuss the Arts Commission Meeting Attendance Policy

INTRODUCTION

The Arts Commission will continue to discuss the Arts Commission By-laws in regard to the attendance policy. Currently, it states that a Commission member missing two consecutive meetings without just cause may be recommended for dismissal.

DISCUSSION

RECOMMENDATION

Attachments

Arts Commission Bylaws

AMENDED April 17, 1990

CITY OF COON RAPIDS ARTS COMMISSION

AMENDED BY-LAWS

I NAME

The name of the Commission shall be the Coon Rapids Arts Commission with members appointed by the City Council.

II PURPOSE

The purpose of the Arts Commission is to advise the City Council in the area of extended cultural opportunities.

III OBJECTIVES

1. The objective of the Commission is to assist in the identification of cultural needs in the community.

2. To organize the community in an awareness program of cultural needs.

3. To bring together resources to assist in providing cultural opportunities for the community.

4. To develop a recommended plan in carrying out the goals and objectives of the Commission.

5. To recommend financial budget for carrying out approved

projects.

IV MEMBERSHIP

The Commission shall be composed of 15 representatives of the community, appointed by the City Council. Membership appointments are as follows:

5 Appointees each year for three years

V MEETINGS

The regular meetings will be held once a month to carry out the order of business. Members of the Commission will receive written notification of meetings, including an agenda, prior to the date set for the meeting.

Special meetings may be subject to the call of the chairperson and a notification of such meetings would be 48 hours by telephone or mail.

VI OFFICERS

The officers shall consist of the following:

Chairperson: appointed by the City Council

Vice Chairperson, Secretary, Treasurer: elected by members of the Commission.

VII ORDER OF BUSINESS

The order of business will be conducted by "Robert's Rule of Order, Revised". The business year shall be from January 1st through December 31st.

VIII AMENDMENTS

These by-laws may be adopted, amended, revised or appealed by a 2/3 vote of Commission members at any meeting, providing that due notice be given of such proposals.

IX QUORUM

A quorum shall consist of a majority of existing Commission members. A Commission member missing two consecutive meetings without just cause may be recommended for dismissal.

X FINANCES

Financial responsibilities are to be assumed according to the budget outline for the calendar year, as recommended by the Arts Commission and approved by the City.

XI COMMITTEE STRUCTURE

The Chairperson of the Coon Rapids Arts Commission shall, at any time, appoint a special sub-committee from the 15 representatives to conclude other forms of business, such as budget request or short and long range programming.

Arts Commission - Regular **4.**

Meeting Date: 09/16/2020

Subject: Start Planning for the 2021 Summer Concerts

INTRODUCTION

The Arts Commission is asked to discuss plans for the 2021 Summer Concerts. Main Topic of discussion should be:

Do we invite the 2020 line-up back for 2021 because they were all canceled?

DISCUSSION

RECOMMENDATION