



ARTS COMMISSION AGENDA
Tuesday, November 17, 2020
6:00 p.m.
City Hall
Civic Room A

Call to Order

Roll Call

Adopt Agenda

Approval of Minutes of Previous Meeting

1. Approve Minutes from the September 16, 2020 Meeting

Old Business

2. Continue Planning of the 2021 Winter Concerts
3. Continue Planning of the 2021 Summer Concerts

New Business

4. Consider 2020 Holiday Lighting Contest Judge Sub-Committee
5. Receive Current Financial Report

Other Business

Adjourn



Arts Commission - Regular

1.

Meeting Date: 11/17/2020

Subject: Approve Minutes from the September 16, 2020 Meeting

INTRODUCTION

Approval of Minutes of Previous Meeting

DISCUSSION

RECOMMENDATION

Attachments

9-16-2020 Arts Com Minutes

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 9/16/2020

The 9/16/2020 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, John Kocon Jim Ulwelling

Commissioners Not Present: Anthony Mills, George Blindauer

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 Donna Carson to accept the agenda as written.
Seconded by Elaine Stulc.
Motion passed unanimously.

APPROVAL OF MINUTES

APPROVAL OF THE AUGUST 25, 2020 MINUTES

Motion by Elaine Stulc to approve the August 25, 2020 Minutes as written.
Seconded by Donna Carson.
Motion passed unanimously.

OLD BUSINESS

CONTINUE PLANNING OF THE 2021 WINTER CONCERT

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 remaining concerts is very difficult because of the unknown facts at this time. This item has been tabled for future discussion and planning.

DISCUSS THE ARTS COMMISSION ATTENDANCE POLICY

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.

Motion by Donna Carson to adhere to the attendance policy as written in the Arts Commission By-Laws (under the Quorum section) starting on the October 20, 2020 meeting and moving forward.
Seconded by Amy Kuechle.
Motion passed unanimously.

NEW BUSINESS

START PLANNING FOR THE 2021 SUMMER CONCERTS

The Arts Commission discussed inviting all 2020 Summer Concert performers back for the 2021 Summer Concert season. Each of the Commission Members that originally contacted the performers last year will contact the performers again and invite them to perform for the same week/date they were scheduled for last year. This item has been tabled for future discussion and planning.

OTHER BUSINESS

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, October 20, 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 William Reichenborn at 6:35 p.m.
Seconded by Amy Kuechle.
Motion passed unanimously.

Respectfully submitted by Stephanie Lincoln, Staff Liaison



Arts Commission - Regular

2.

Meeting Date: 11/17/2020

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
- Microphone for Announcements

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

3.

Meeting Date: 11/17/2020

Subject: Continue Planning of the 2021 Summer Concerts

INTRODUCTION

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

-Artists/Performers for Each of the Concerts

- June 3
- June 10
- June 17
- June 24
- July 8
- July 15
- July 22
- July 29
- August 5

-Microphone for Announcements

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

4.

Meeting Date: 11/17/2020

Subject: Consider 2020 Holiday Lighting Contest Judge Sub-Committee

INTRODUCTION

The Arts Commission is asked to form a Holiday Lighting Contest sub-committee to judge entries. The sub-committee should be no more than four Arts Commissioners. Once the sub-committee has been selected, they should agree on a time, date, and location to meet. At the July 21, 2020 Meeting, the following was decided:

Deadline of December 4, 2020

Judging dates of December 10-13, 2020

Continue to offer both Still and Motion contest categories

Continue to offer prizes as: \$100 for first place in both categories and \$50 for second place in both categories

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

5.

Meeting Date: 11/17/2020

Subject: Receive Current Financial Report

INTRODUCTION

The Arts Commission is asked to receive the current financial report prepared by the Finance Department.

DISCUSSION

RECOMMENDATION

Attachments

Financial Report

**CITY OF COON RAPIDS, MN
FUND 26 - COMMISSIONS AND EVENTS FUND
FUND BALANCE BREAKDOWN AS OF OCTOBER 19, 2020**

	ARTS 754	MISC 754	HISTORICAL COMMISSION 755	TOTAL
12/31/19 Fund Balance	\$ 5,050.84	\$ 1,779.94	\$ 1,936.73	\$8,767.51
Revenues thru 10/19/20 (excluding interest revenue)	1,278.00			1,278.00
Expenditures thru 10/19/20	<u>(2,007.01)</u>			<u>(2,007.01)</u>
12/31/20 Fund Balance Before Interest Revenue	4,321.83	1,779.94	1,936.73	8,038.50
Interest Allocation Percentage	55.77%	21.18%	23.05%	100.00%
Interest Revenue*	<u>24.54</u>	<u>9.32</u>	<u>10.14</u>	<u>44.00</u>
12/31/20 Fund Balance	<u><u>\$ 4,346.37</u></u>	<u><u>\$ 1,789.26</u></u>	<u><u>\$ 1,946.87</u></u>	<u><u>\$ 8,082.50</u></u>

*Allocation is based on the average fund balance for the activity divided by the average fund balance for the total fund.

Average Total Fund Balance = \$8,403.01

Interest to Allocate = \$44.00 Half of 2020 estimate