



ARTS COMMISSION AGENDA

Wednesday, January 20, 2021

6:00 p.m.

This is a Virtual Arts Commission Meeting.

Commission Members and the Public Will Appear By Zoom Webinar.

Join Zoom Webinar at:

https://us02web.zoom.us/webinar/register/WN_EONwBxmaS6apB2A48aCO2A

Call to Order

Roll Call

Adopt Agenda

Approval of Minutes of Previous Meeting

1. Approve Minutes from the December 14, 2020 Meeting

Old Business

New Business

2. Consider the 2021 Arts Commission Annual Work Plan
3. Consider Snowflake Days Committee Invitation for Snow Sculpture Contest Judging
4. Finalize 2021 Winter Concert Line-up
5. Begin Planning for 2021 Photo Contest
6. Begin Planning for 2021 Holiday Lighting Contest

Other Business

Adjourn



Arts Commission - Regular

1.

Meeting Date: 01/20/2021

Subject: Approve Minutes from the December 14, 2020 Meeting

INTRODUCTION

DISCUSSION

RECOMMENDATION

Attachments

12-14 Arts Commission Minutes

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 12/14/2020

The 12/14/2020 meeting of the Arts Commission was called to order at 6:01 p.m. by the Chair Mary Ann Kehn via Zoom Webinar and at Coon Rapids City Center, Conference Room #3, 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 Anthony Mills George Blindauer

Commissioners Not Present: Jim Ulwelling,

Guests Present:

Staff Liaison: Stephanie Lincoln (Deputy City Clerk)

ADOPT AGENDA

Meeting called to order at 6:01 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 NOVEMBER 17, 2020 MINUTES

Motion by Elaine Stulc to approve the November 17, 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 voted to cancel the in-person concerts at the November 17th, 2020 meeting. City Manager, Matt Stemwedel is now encouraging the Art Commission to plan a virtual winter concert series in place of the canceled in-person series. Each performer will perform on the regularly scheduled date for recording purposes and then be aired on CTN cable channels the Friday after. The Arts Commission discussed the performer line-up as follows:

Motion by Donna Carson to have Betty Rydell perform for the January 14th (to be aired January 15th, 2021) for the agreed upon amount of \$450.

Seconded by Elaine Stulc.

Motion passed unanimously.

Motion by Ellen Feuling to have the Backyard Band perform for the March 11th (to be aired March 12th, 2021) for the agreed upon amount of \$600.

Seconded by Amy Kuechle.

Motion passed unanimously.

CONSIDER 2020 HOLIDAY LIGHTING CONTEST ENTRIES AND FINAL RESULTS FOR SUB-COMMITTEE

The Coon Rapids Arts Commission discussed the 2020 Holiday Contest Entries. The Commission awarded the following entries based on the Judging Sub-Committee's recommendation:

STILL CATEGORY

1st Place: Mark & Brenda Stephens, 2850 118th Lane NW

2nd Place: Bruce Quammen, 11360 Crooked Lake Blvd NW

MOTION CATEGORY

1st Place: Allen & Colleen Hallberg, 12401 Partridge St NW

2nd Place: Jerry Murphy, 10940 Magnolia St NW

HONORABLE MENTION

Justin Quade, 2683 130th Circle NW

Virgil Carroll, 12753 Crooked Lake Blvd NW

Motion by John Kocon to award the listed entries based on the Judging Committee's recommendation.

Seconded by Anthony Mills.

Motion passed unanimously.

NEW BUSINESS

CONSIDER COMMISSION TERMS EXPIRING IN 2020

Commission member John Kocon and Commission Chair Mary Ann Kehn both have terms that will expire on December 31, 2020. Each of them were notified and given the option to be reappointed. Both have decided to serve for an additional term with an expiration of December 31, 2023.

CONSIDER COMMISSION ELECTIONS

The Arts Commission discussed the 2021 officer positions of Chair, Co-Chair, and Treasurer and the appointment of each position.

Motion by Ellen Feuling to make no changes for the 2021 positions and nominated Mary Ann Kehn as Chair, Donna Carson to serve as Co-Chair, and Elaine Stulc as the Treasurer.

Seconded by Amy Kuechle.

Motion passed unanimously.

OTHER BUSINESS

NEWS OF THE HEALTH OF FORMER ARTS COMMISSION MEMBER, CHARLIE PITTS AND THE PASSING OF HIS WIFE

Chair Mary Ann Kehn was informed that Charlie Pitts, a former member of the Arts Commission, has recently been hospitalized and also that his wife had recently passed away. Ellen Feuling offered to organize sending a gift to him and his family from the Arts Commission and will accept payment at the next in-person Arts Commission meeting.

CONSIDER IDEA OF A NEW OPTION FOR HOLIDAY LIGHTING CONTEST FOR 2021

The Arts Commission discussed adding a new category to the Holiday Lighting Contest for 2021. The idea would be to have a group or neighborhood category where the multiple houses in the neighborhood would decorate and enter as one group. More planning and discussing is required and this item has been tabled for a future meeting.

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, January 19, 2021, at 6:00 PM by Zoom and at Coon Rapids City Hall, Conference Room #3, 11155 Robinson Dr NW, Coon Rapids, MN, 55433.

ADJOURN

Motion to adjourn by Donna Carson at 7:01 p.m.
Seconded by Amy Kuechle.
Motion passed unanimously.

Respectfully submitted by Stephanie Lincoln, Staff Liaison



Arts Commission - Regular

2.

Meeting Date: 01/20/2021

Subject: Consider the 2021 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 2021 purposed plan for the Arts Commission to review.

DISCUSSION

RECOMMENDATION

Attachments

2021 Events Calendar - Work Plan

Arts Commission Events Calendar



January

- Performing Arts Series: Virtual Concerts
- January Concert recorded by CTN Studios and broadcast for public viewing
- Performing Arts Series: Thursday Nites LIVE! at the Dam
- Insure bands are booked for summer concerts and all Performance Agreements have been sent out
- Miscellaneous
- Administer Oath of Office for new and returning Commissioners
 - Update Arts Commission Annual Work Program (Events Calendar) and submit it to City Clerk for submission to City Council before February 1st.
- Contests
- Determine/confirm annual contests
 - Photo
 - Holiday Lighting

February

- Performing Arts Series: Virtual Concerts
- February Concert recorded by CTN Studios and broadcast for public viewing

March

- Performing Arts Series: Virtual Concerts
- March Concert recorded by CTN Studios and broadcast for public viewing

April

- Performing Arts Series: Virtual Concerts
- April Concert recorded by CTN Studios and broadcast for public viewing
 - 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 2022 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 2022 summer concerts
- Photo Contest
- Judging and notification

October

- Performing Arts Series: Thursday Nites LIVE! at the Dam
- Determine performers for 2022 summer concerts

November

- Performing Arts Series: Thursday Nites LIVE! at the Dam
- Determine performers for 2022 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
- CELEBRATION!**



Arts Commission - Regular

3.

Meeting Date: 01/20/2021

Subject: Consider Snowflake Days Committee Invitation for Snow Sculpture Contest Judging

INTRODUCTION

A Snow Sculpture Contest is being offered as part of the Snowflake Days schedule of events (see attached for more information on Snowflake Days events). Stephanie Ring is assisting in organizing events this year and has asked if one of the Arts Commission Members would be a judge for the contest. They are hoping to have one City staff member, one Arts Commissioner, one member of the Coon Rapids Community Strength Foundation, and one Snowflake Days Committee member as the panel of judges. Judging would take place the morning of Friday, February 12, 2021. Each of the judges would receive a map and drive separately to adhere to COVID safety measures.

DISCUSSION

RECOMMENDATION

Attachments

Snowflake Days Events

SNOWFLAKE DAYS

JANUARY 30-FEBRUARY 14, 2021

SCHEDULE OF EVENTS:



Adult Medallion Hunt

January 30-February 14

Gather your family to find the elusive medallion!

Prize: \$1,000

Clues posted at

www.CoonRapidsSnowflakeDays.com.



Snowflake Challenge

January 30-February 14

What can you use to make a snowflake? Use your imagination and get creative!

Post a picture on the Coon Rapids Women of Today Facebook page between January 30 and February 14! Make sure you use the hashtag [#coonrapidswomenoftodaysnowflakes](https://www.facebook.com/CoonRapidsWomenofToday).

Voting will take place from January 30-February 14. The snowflake with the most "likes" on the CRWT Facebook page will win a \$25 Target gift card. Winner will be announced on February 14.



Disc Golf Tournament

January 30, various start times available

Wintercrest Park, 10300 Woodcrest Drive NW.

Play disc golf outdoors. \$22 per player.

Pre-register online by January 28 at:

www.discgolfscore.com/tournaments/Snowflake_Days_2021



Snow Sculpture Contest

Anytime January 30-February 11

Create your own snow or ice sculpture in your front yard.

Prizes: 1st Place: \$200, 2nd Place: \$150, 3rd Place: \$100

All sculptures must be complete by 11:59 p.m. February 11.

Judging to take place February 12. Pre-register your household online: www.coonrapidsmn.gov by January 25.

A map featuring addresses of the sculpture locations will be available online January 29 for public viewing (participants have until end of day February 11 to actually finish sculptures).



Community Parade - 6 p.m.

February 2, 4

Includes fire trucks, police vehicles, City float, lights, music.

Food donation collection for the ACBC Food Shelf.

Parade route through various Coon Rapids neighborhoods. Neighborhood route map is online. Food donations can be brought to designated drop sites at the end of various blocks.



Skate at Sand Creek

February 6, 12-3 p.m.

1008 Northdale Blvd.

Ice skating on the outdoor rinks.

Hot dogs and hot chocolate available for purchase.

*Ice skates are not available for rental at this event.



Ending Ceremony

February 14, 3 p.m.

Coon Rapids City Hall, 11155 Robinson Dr.

See who found the medallion, and won the snow sculpture and snowflake creation contests. Photos taken and prizes awarded during ceremony.



Snowflake Days button available for purchase at local businesses.

Find locations online.

For more details: www.CoonRapidsSnowflakeDays.com and www.coonrapidsmn.gov

Snowflake Days events have been modified to accommodate current public health guidance regarding COVID-19.

Events may be added, changed or modified based on current conditions. Visit website for details.



Arts Commission - Regular

4.

Meeting Date: 01/20/2021

Subject: Finalize 2021 Winter Concert Line-up

INTRODUCTION

At the December 14, 2020 Arts Commission meeting, the Arts Commission voted to have the following performers as part of the line-up for the 2021 Virtual Winter Concert Series:

January 14 for broadcasting on January 15, 2021: Betty Rydell

March 11 for broadcasting on March 12, 2021: Backyard Band

They are now asked to vote on performers for the remaining two open dates of:

February 11 for broadcasting on February 12, 2021

April 8 for broadcasting on April 9, 2021

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

5.

Meeting Date: 01/20/2021

Subject: Begin Planning for 2021 Photo Contest

INTRODUCTION

The Arts Commission is asked to start planning for the 2021 Photo Contest. Details to consider are:

Contest Period: June 1 - Sept __, 2021 ?

Theme: ?

Who is Eligible: Please see the attached Guidelines and Entry Form from 2019

What Photos Qualify: Photos taken only in Coon Rapids, and what date/time frame they were taken?

DISCUSSION

RECOMMENDATION

Attachments

2019 Photo Contest Entry Form

2019 Photo Contest Guidelines



2019 Coon Rapids Photography Contest Entry Form

June 1, 2019 - September 13, 2019

PHOTO CONTEST THEME: Black & White Photography

Name:		
Mailing Address:		
City:	State:	ZIP:
Phone:	E-mail:	
Location where photo was taken (must be within the city of Coon Rapids):		
Approximate date when photograph was taken:		
Photo title/caption:		
Camera model and Film type (if applicable):		
AGE CATEGORY:		CREATIVE THEME:
☐ 17 yrs of age or under ☐ 18 yrs of age or over		☒ Black & White Photography

I certify that I am the one who took this photograph and I am not a professional. I understand that upon submission, this photograph and all of the copy and trademark rights associated with the photograph, become the property of the City of Coon Rapids. I hereby grant permission to the City of Coon Rapids to use this photograph at its discretion with no compensation or credit to me or to any of the subjects in the photograph. When the photograph is of identifiable people in a non-public place, I have obtained the permission of those in the photograph to submit this photograph for use by the City of Coon Rapids.

Signature of photographer

Date

Signature of parent or guardian if less than 18 years of age

Date

Submit electronically to:

slincoln@coonrapidsmn.gov

or

Coon Rapids City Hall
ATTN: Coon Rapids Photo Contest
11155 Robinson Drive
Coon Rapids, MN 55433



2019 Coon Rapids Photography Contest Guidelines

June 1, 2019 - September 13, 2019

PHOTO CONTEST THEME: Black & White Photography

Who is eligible to participate?

- All members of the public may enter
- Amateur photographers only
- **NOT ELIGIBLE:** Coon Rapids employees and family, Arts Commission members and family, contest sponsors

How to enter:

Electronic Submissions

- Submit electronically to:

WEBSITE: Upload at coonrapidsmn.gov
FACEBOOK: Send a message to **City of Coon Rapids, MN - Local Government**
TWITTER: **@coonrapidsgov**
#CR2019photocontest
- Digital images should be shot with the highest resolution possible (minimum 2 megapixel camera)
- Acceptable formats: BMP, GIF, JPG, PDF, TIFF

Physical Submissions

- Submit either by mail or in person to:

Coon Rapids City Hall
ATTN: Coon Rapids Photo Contest
11155 Robinson Drive
Coon Rapids, MN 55433
- Physical photographs should be no smaller than 3 1/2" x 5" and no larger than 8" x 10" and be printed on photo paper

A complete entry form must accompany the photograph submitted. Only entry forms with complete, accurate, and legible information will be considered.

Photographs must be received no later than 4:30 PM on Friday, September 13, 2019.

Photograph guidelines:

- Photographs should be only black and white
- Photographs must follow the theme designation of Black & White
- Photographs must not previously be published or entered in other contests
- Photographs must be taken within the city limits of Coon Rapids, MN in 2016 or later
- Photographs from all seasons are encouraged
- **NOT ACCEPTED:** slides, photocopies, framed/mounted/matted prints

Judging:

- Entries will be reviewed by the Coon Rapids Arts Commission in September.
- Photographs will be judged on the basis of creativity, photographic quality, and how an image expresses the participant's creative ideas.
- Winners will be judged in each age category. The two age categories include: 17 years and under and 18 years and over. There will be a prize given for the 1st and 2nd places in each age bracket. The winner will receive an award of appreciation along with a monetary award. Prizes for each category are:

1st Place — \$100

2nd Place — \$50
- All decisions are final, and judges reserve the right to disqualify any entrant. Prizes may not be awarded if no acceptable entries are received.

Rules and Regulations

- Limit one (1) entry per person per contest.
- Photographs with obscene content will not be considered.
- Manipulation of digital images should be limited to the kinds of manipulation that can be done with traditional printing techniques, such as changing saturation and contrast, burning-in and dodging, eliminating dust spots, etc. Images in which content has been altered (elements eliminated, added, re-arranged, photoshopped, etc) will not be accepted.
- It is the responsibility of the photographer to obtain permission rights if photographing individuals.
- Photographs/images become the property of the City of Coon Rapids once they have been submitted. No photographs/images will be returned.
- The City is not responsible for lost or misdirected entries.
- It is the responsibility of the participant to submit the entry image(s) in the appropriate age category.
- Winners in each category will have their photographs published on the City website, on CTN cable TV, and in the city newsletter, the Coon Rapids Connection.
- Winning entries may be used for promotional and advertising efforts in City communications.



Arts Commission - Regular

6.

Meeting Date: 01/20/2021

Subject: Begin Planning for 2021 Holiday Lighting Contest

INTRODUCTION

The Arts Commission is asked to start planning the 2021 Holiday Lighting Contest. Details to consider are:

Categories: Keep the two categories from past contests, add additional category?

Past winner allowed to enter again?

DISCUSSION

RECOMMENDATION
