



ARTS COMMISSION AGENDA
Tuesday, October 19, 2021
6:00 p.m.
City Hall
Conference Room #3

Call to Order

Adopt Agenda

Approval of Minutes of Previous Meeting

1. Approve Minutes from the September 21, 2021 Meeting

Old Business

2. Continue Discussion of 2022 Winter Concert Series Planning

New Business

3. Start Planning for the 2022 Summer Concerts
4. Consider 2021 Holiday Lighting Contest Judge Sub-Committee
5. Consider Commission Terms Expiring in 2021
6. Consider the 2022 Arts Commission Annual Work Plan
7. Consider Public Art Display Program at City Hall

Other Business

Adjourn



Arts Commission - Regular

1.

Meeting Date: 10/19/2021

Subject: Approve Minutes from the September 21, 2021 Meeting

INTRODUCTION

The Arts Commission is asked to review the attached minutes from the previous meeting and approve.

DISCUSSION

RECOMMENDATION

Attachments

9/21/21 Arts Com Meeting Minutes

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 9/21/2021

The 9/21/2021 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, George Blindauer, Amy Kuechle, William Reichenborn, Elaine Stulc, Anthony Mills, John Kocon, Donna Carson

Commissioners Not Present:

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 Amy Kuechle.
Motion passed unanimously.

APPROVAL OF MINUTES

APPROVAL OF THE AUGUST 17, 2021 MINUTES

Motion by Ellen Feuling to approve the August 17, 2021 Minutes as written.
Seconded by Elaine Stulc.
Motion passed unanimously.

OLD BUSINESS

CONTINUE DISCUSSION OF 2022 WINTER CONCERT SERIES PLANNING

The Arts Commission discussed the performer line-up for the 2022 Winter Concert Series. Suggestions included:

1. Lady Di & the Powers (\$700)
Motion by Ellen Feuling to have Lady Di & the Power play the January 13th, 2022 Winter Concert.
Seconded by Amy Kuechle.
Motion passed unanimously.
2. Backyard Band (\$600)
Motion by Donna Carson to have Backyard Band play the February 10th, 2022 Winter Concert.
Seconded by John Kocon.
Motion passed unanimously.
3. King Wilkies Dream (\$500)
Motion by Amy Kuechle to have King Wilkies Dream play the March 10th, 2022 Winter Concert.
Seconded by George Blindauer.
Motion passed unanimously.
4. The Brueskes (\$400)

Motion by Donna Carson to have The Brueskes play the April 7th, 2022 Winter Concert.
Seconded by John Kocon.
Motion passed unanimously.

Motion by Anothly Mills to create a “standby” list of potential performers to call if a last-minute replacement is needed.
Seconded by John Kocon.
Motion passed unanimously.

The Arts Commission also discussed the cake cutter situation. With Arlene Wilson and Gerry Friday both retiring as the official Cake Cutters for the winter concerts, it was discussed that the Arts Commission members could carry out those tasks this year to see how it goes and re-evaluate at the end of the concert series. Ellen Feuling volunteered to purchase the cakes and apple cider as needed and Anthony Mills volunteered to cut the cakes if needed.

NEW BUSINESS

JUDGE THE 2021 PHOTO CONTEST ENTRIES

The Arts Commission judged the photo submissions for the 2021 photo contest.

Motion by Ellen Feuling to award the 1st Place Prize of \$100 in the 18 Years and Over Category to Joel Friday, 2nd Place Prize of \$50 in the 18 Years and Over Category to Jennifer Fischer, Honorary Mention to Paula Foley for her photo submission. 1st Place Prize of \$100 in the 17 Years and Under to Jaiden Carter, 2nd Place Prize of \$50 to Debra General.
Seconded by Anthony Mills
Motion passed unanimously.

OTHER BUSINESS

PARK RAPIDS SCUPTURE TRAIL

Commissioner Elaine Stulc shared that she recently visited Park Rapids, MN and toured the Park Rapids Sculpture Trail. The Arts Commission discussed that this would be a project to research further and potentially bring a similar concept to the City of Coon Rapids in some way.

RE-CAP OF THE LOVE MY PET FAIR AND THE COON RAPIDS NORTH STAR LIONS CONCESSIONS AT THE MILITARY SOFTBALL TOURNAMENT

The Arts Commission discussed how each of the events went and encouraged others to volunteer in the future because both events were so much fun.

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, September 21, 2021, 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 7:15 p.m.
Seconded by Amy Kuechle.
Motion passed unanimously.

Respectfully submitted by Stephanie Lincoln, Staff Liaison



Arts Commission - Regular

2.

Meeting Date: 10/19/2021

Subject: Continue Discussion of 2022 Winter Concert Series Planning

INTRODUCTION

The Arts commission is asked to bring their performer ideas to the meeting to create a "standby" list of potential performers to call if a last-minute replacement performer is needed.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

3.

Meeting Date: 10/19/2021

Subject: Start Planning for the 2022 Summer Concerts

INTRODUCTION

The Arts Commission is asked to discuss the performer line-up for the 2022 Summer Concerts.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

4.

Meeting Date: 10/19/2021

Subject: Consider 2021 Holiday Lighting Contest Judge Sub-Committee

INTRODUCTION

The Arts Commission is asked to form a Holiday Lighting Contest sub-committee to judge the entries. The sub-committee should be no more than four Arts Commissioners. Once the sub-committee has been selected, they should agree upon a date, time, and location to meet.

Deadline of Entries: Noon on December 3, 2021

Judging dates: December 9-12, 2021 from 5:30 pm to 10:00 pm

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

5.

Meeting Date: 10/19/2021

Subject: Consider Commission Terms Expiring in 2021

INTRODUCTION

The following Arts Commissioners three year term will expire at the end of 2021:

Ellen Feuling
Elaine Stulc
Anthony Mills

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

6.

Meeting Date: 10/19/2021

Subject: Consider the 2022 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 1st of each year. Attached is the 2022 purposed plan for the Arts Commission to review.

DISCUSSION

RECOMMENDATION

Attachments

2022 Events Calendar

Arts Commission Events Calendar



January	February	March
<u>Performing Arts Series: Winter Concerts</u> - Commissioners attend and work January Concert <u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Insure bands are booked for summer concerts and all Performance Agreements have been sent out <u>Miscellaneous</u> - 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. <u>Contests</u> - Determine/confirm annual contests - Photo - Holiday Lighting	<u>Performing Arts Series: Winter Concerts</u> Commissioners attend and work February Concert	<u>Performing Arts Series: Winter Concerts</u> Commissioners attend and work March Concert
April	May	June
<u>Performing Arts Series: Winter Concerts</u> - Commissioners attend and work April Concert - Evaluate previous concert series <u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Confirm concessions for summer concerts - Notify Anoka County Parks staff of summer concert lineup - Draft Memo to City Council with announcement of summer concert lineup <u>Budget</u> - Set budget for the following year - Request grant from Community Strength Foundation for the concerts for the following year	<u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Confirm commissioner roles and responsibilities for concerts - Submit check requests to Finance Dept for Performers <u>Photo Contest</u> - Confirm photo contest details	<u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Commissioners attend and work at the concerts <u>Photo Contest</u> - Roll out photo contest <u>Miscellaneous</u> - Commissioners attend Summer in the City Meetings
July	August	September
<u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Commissioners attend and work at the concerts <u>Miscellaneous</u> - Commissioners attend Summer in the City Meetings	<u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Commissioners attend and work at the concerts <u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Evaluate previous concert series - Send thank-you notes - Begin to look at performers for 2023 summer concerts <u>Miscellaneous</u> - Commissioners attend Summer in the City Meetings	<u>Performing Arts Series: Winter Concerts</u> Continue planning performers for 2023 winter concert and finalize details <u>Photo Contest</u> - Judging and notification <u>Holiday Lighting Contest</u> - Confirm details
October	November	December
<u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> Determine performers for 2023 summer concerts	<u>Performing Arts Series: Thursday Nites LIVE! at the Dam</u> - Determine performers for 2023 summer concerts <u>Holiday Lighting Contest</u> - Roll out contest - Determine commissioner roles and responsibilities <u>Performing Arts Series: Winter Concerts</u> Begin selling tickets for the 2023 winter concerts	<u>Holiday Lighting Contest</u> - Judging and notification <u>Performing Arts Series: Winter Concerts</u> - Submit check requests to Finance Dept for Performers - Submit check request to Finance Dept for petty cash - Verify cake cutters are available - Order supplies <u>Miscellaneous</u> - Vote for next year's officers CELEBRATION!



Arts Commission - Regular

7.

Meeting Date: 10/19/2021

Subject: Consider Public Art Display Program at City Hall

INTRODUCTION

A citizen has recently requested displaying some of his art at City Hall. We do not currently have a formal program and want to ensure that we are being fair to all artists. Therefore, it was purposed that the Arts Commission discuss details of what a formal program would look like. An Artist Agreement should be drafted with details of the length of time that they could display their work, details of insurance liability, and selection criteria of the Artist and work submitted (requirements of a Coon Rapids connection is highly recommended).

DISCUSSION

RECOMMENDATION
