



ARTS COMMISSION AGENDA

Tuesday, August 15, 2023

6:00 p.m.

City Hall

Conference Room #3

Call to Order

Roll Call

Adopt Agenda

Approval of Minutes of Previous Meeting

1. Approve Minutes from the June 20,2023 Meeting

Old Business

2. Re-visit the Attendance Policy of the Arts Commission
3. Consider Recap of 2023 Summer Concert Series
4. Continue 2024 Winter Concert Series Planning

New Business

5. Consider Invitation to Judge for the Love My Pet Fair Chalk Art Contest September 16, 2023
6. Consider a Logo for the Public Art Display Program

Other Business

Adjourn



Arts Commission - Regular

1.

Meeting Date: 08/15/2023

Subject: Approve Minutes from the June 20,2023 Meeting

INTRODUCTION

The Arts Commission is asked to review the attached minutes and approve them or make necessary changes as needed.

DISCUSSION

RECOMMENDATION

Attachments

June 20 2023 Minutes

COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR 6/20/2023

The 6/20/2023 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), Donna Carson, Elaine Stulc, William Reichenborn, Ellen Feuling, Brian Sandberg,

Commissioners Not Present: John Kocon Amy Kuechle

Guests Present:

Staff Liaison: Stephanie Lincoln

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 Ellen Feuling.
Motion passed unanimously.

APPROVAL OF MINUTES

APPROVAL OF THE MAY 16, 2023 MINUTES

Motion by Ellen Feuling to approve the May 16, 2023 Minutes as written.
Seconded by Elaine Stulc.
Motion passed unanimously.

OLD BUSINESS

CONSIDER RECAP OF THE FIRST SUMMER IN THE CITY MEETING

The Arts Commission discussed the first Summer in the City meeting. It was decided that adding a bowl of candy to the table for the next meeting would be a good idea as there wasn't much on the table to draw citizens to the table. A suggestion was made to ask CTN if they would consider playing a past concert for viewing at these meetings.

NEW BUSINESS

START PLANNING FOR 2024 WINTER CONCERT SERIES

The Arts Commission discussed that they have starting collaborating with the Snow Days Board to incorporate a concert as part of the Snow Days event line-up in celebration of the Snow Days 60th anniversary. The Snow Days concert date will be February 8, 2024. The other two dates for the concert series will be March 14 and April 11, 2024. This item was tabled for further discussion on artist selection for each of the concerts.

OTHER BUSINESS

CONSIDER BACH TO ROCK MUSIC SCHOOL PERFORMING AT SUMMER CONCERTS

The Arts Commission discussed the Bach to Rock Music School's request to possibly perform before a Summer Concert. They discussed that the logistics would be difficult as the hired artists usually set up on the stage an hour or two before hand so the stage would not be available for the music school to use. They also

were concerned that there wouldn't be enough time to transition from the music school's performance and the hired artist's performance.

NEXT MEETING

The next meeting of the Arts Commission will be on Tuesday, August 15, 2023, 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 6:28 p.m.
Seconded by Ellen Feuling.
Motion passed unanimously.

Respectfully submitted by Stephanie Lincoln, Staff Liaison



Arts Commission - Regular

2.

Meeting Date: 08/15/2023

Subject: Re-visit the Attendance Policy of the Arts Commission

INTRODUCTION

The Arts Commission is asked to re-visit the attendance policy that is listed in the Arts Commission By-Laws. The policy under the Quorum section of the By-Laws was last reviewed at the September 16, 2020 meeting. The current it states that a Commission member missing two consecutive meetings without just cause may be recommended for dismissal.

Any changes that are proposed will need a 2/3 vote of commission members to be approved.

DISCUSSION

RECOMMENDATION

Attachments

By Laws

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

3.

Meeting Date: 08/15/2023

Subject: Consider Recap of 2023 Summer Concert Series

INTRODUCTION

The Arts Commission is asked to discuss what went well for the 2023 Summer Concerts, what improvements could be made in the future, and which performers to potentially invite back. Additionally, the Commission is asked to consider the letters of appreciation to the many organizations that help with the success of the concert series.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

4.

Meeting Date: 08/15/2023

Subject: Continue 2024 Winter Concert Series Planning

INTRODUCTION

The Arts Commission is asked to continue planning the 2024 Winter Concert Series performer line-up for the three scheduled concerts.

The Snow Days collaboration concert date will be February 8, 2024. The other two dates for the concert series will be March 14 and April 11, 2024.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

5.

Meeting Date: 08/15/2023

Subject: Consider Invitation to Judge for the Love My Pet Fair Chalk Art Contest September 16, 2023

INTRODUCTION

The planning committee for the Love My Pet Fair has invited the Arts Commission to be judges for the Chalk Art Contest. They have requested three commissioners to judge the entries from 11:30 am to 1:00 pm. They will have staff handle the registration process this year, so they would just need judges.

The event will be at Riverview Park, 2420 105th Ave on Saturday, September 16, 2023.

DISCUSSION

RECOMMENDATION



Arts Commission - Regular

6.

Meeting Date: 08/15/2023

Subject: Consider a Logo for the Public Art Display Program

INTRODUCTION

The Arts Commission is asked to choose a logo for the new Public Art Display program. Attached are the samples to choose from.

DISCUSSION

RECOMMENDATION

Attachments

Logo Samples

Public Art Program

Logo and Name Designs

1.



2.



3.

