



**City of North St. Paul
Arts & Culture Commission
Regular Meeting Agenda**

**November 3, 2021
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **November 3, 2021** at 6:30 p.m. The meeting location is the Sandberg Room at City Hall, located at 2400 Margaret St., North St. Paul.

The **November 3, 2021** Zoom meeting can be accessed at **tinyurl.com/NSPartsandculture**
(from a PC, Mac, tablet, iPhone, or Android device)
or by phone at 1-929-205-6099, meeting ID 821 4097 2224, password 362656.

The Arts & Culture Commission Zoom meeting will be 'open to the public to listen in but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

Please join the meeting early to test your audio and video settings.

I. Call to Order

II. Roll Call

Tom Sonnek, Chair
Julie Barrett, Commissioner
Carey Nadeau, Commissioner
Stacy Maher, Commissioner
Trudy Ohnsorg, Commissioner
Lisa Wong, Council Member

Staff
Lisa Ritchie, Commission Secretary

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of the October 6th and October 19th meeting minutes.

V. Meeting Open to the Public

VI. Commission Business, Action Items & Recommendations

A. Smart Sheets Training

- B. Review inter-governmental share-outs
- C. Review and update Direction A3
- D. Prioritize next steps of Commission formation
- E. Review "Freedom Rock" request from Veteran's Park Committee

VII. Reports from Commissioners

VIII. Reports from Staff

IX. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is December 1, 2021



City of North St. Paul Arts &
Culture Commission
Regular Meeting Minutes

October 6, 2021

6:30 PM

The Arts & Culture Commission Meeting was conducted on October 6, 2021 at 6:30 p.m. The meeting location was the Sandberg Room at City Hall, located at 2400 Margaret St., North St. Paul.

I. Call to Order

Tom Sonnek, Chair - Here
Trudy Ohnsorg, Vice Chair - Here
Julie Barre - Absent
Carey Nadeau - Here
Stacy Maher - Here
Lisa Wong - Here

II. Adopt Agenda

Tom Sonnek requested to move Item: VI (Meeting Open to the Public) up after Item III (Approval of the Minutes.)

On motion by Commissioner Ohnsborg, seconded by Commissioner Maher with all present voting aye, motion carried to adopt the agenda with the proposed change order: Adopt Agenda/Approve Minutes/Meeting open to the Public

III. Approval of Minutes

A. September 15, 2021 Meeting Minutes

Motion to approve the September 15th meeting minutes by Commissioner Ohnsorg and seconded by Commissioner Nadeau, with all present voting aye (5-0). Motion carried.

IV. Meeting Open to the Public

There was not anyone from the public in attendance.

V. Commission Business, Action Items & Recommendations

A. Planned exposure with other governmental agencies
(setting dates for attending commission/council meetings)

Tom informed the commission that he is able to go to the council meeting and give a brief speech to introduce the Arts & Culture commission. Tom then referred to the A3 Directional worksheet for review and discussion focusing on x1 Directional Statement – Broad Collaborative Representation 3 – Inter-governmental Connectivity. Lisa Wong indicated there are people on the council that have connections and may know of resources for funding. She suggested also contacting our Senators. The commission decided the Directional Input Purpose for Inter-governmental Connectivity is: exposure, collaboration, connection, buy-in, communication. The commission discussed collaboration options. Lisa Wong stated the Parks & Rec commission budget for next year is being discussed and there is money allocated for signage. This could be an area of collaboration. She also indicated that Brian Frandle also knows of all electrical boxes in the city which could be considered for future art. Trudy inquired about connecting with the planning commission? Tom thinks Art falls outside of their realm. Lisa Wong stated the planning commission would need to be consulted when it comes to placement and size but the actual content (freedom of speech) is not within their jurisdiction. Trudy stated it becomes “signage when a business sponsors it and it’s related to the business in a very specific way”. Tom concurred. He suggested considering these as exposure, communication and connection. Asking, “How can the commission in the next couple of months have initial connections with the groups listed under Inter-governmental Connectivity on the worksheet. How can we collaborate, where do they see the connectivity with us?” Tom suggested going to a council meeting as well as the other commission meetings to introduce the Arts & Culture commission. Informing them of what the Art Commission is trying to do and what our direction is. Tom suggested getting into a Council Workshop agenda (which will allow for more back and forth conversation) and the following week doing a presentation. Trudy suggested creating a short list of questions that would inspire feedback and conversation.

Moving forward with action items, Tom asked Lisa Wong to see if the Arts & Culture commission could get on a Council Workshop agenda. (Lisa Ritchie was asked to follow up on whether or not there will be a Council meeting on Nov 2nd as that is an election date.) The commission agreed to attending the following meetings: (Carey will create a Power Point presentation)

10/19 – Council Workshop – Tom will present

(A Special Arts & Culture Commission meeting will be scheduled at 6:30 on 10/19 to discuss how the workshop went)

10/21 – Joint EDA & Planning Commission – Trudy will present

10/27 – Parks & Rec Commission – Stacy will present

11/3 – Regular Arts & Culture Commission meeting

11/16 – Council Meeting – Tom will present

It was brought to the commissions attention that the homework assigned in the previous meeting did not get forwarded to the 10/6 agenda so would be moved to the 11/3 agenda.

- Trudy – Report on murals
- Carey – Report on Mankato murals – No response from Mankato but does have information on grants.
- Stacey – Report on Roseville city art
- Set goals for 2022 and determine “Home run” project

B. Foundational Plan to determine priorities

The commission had decided on “To inspire connection and community through the development of public art and cultural expression” for their Overall Work Direction Purpose. Tom asked the commission for their opinion on the 4 proposed Directional Statements. Trudy was not a fan of the proposed x2 Directional Statement “Steady” Funding Sources and suggested “Sustainable” rather than “Steady”. Stacey suggested replacing “Collaborative” artists & Ideas with “Inclusive”. Trudy was not a fan of “Inclusive” and proposed “Inspiring”. The commission wasn’t sold on “Inspiring” either and continued to discuss. They agreed x3 Directional Statement should be “Exceptional Engaging Artists & Ideas”. The commission agreed the newly proposed 4 Directional Statements were good and moved on to the elements within the Directional Inputs to ensure everyone agreed on the lists and there wasn’t anything missing. Trudy suggested adding “Image Wrap’s” to the list of Project Types. Stacy proposed “Interactive” to replace “Hands-on” and the commission agreed they like that better. “Residents-at-Large” was proposed by Stacy and added to x3 Directional Statement, Artists. Lisa Wong suggested “Review the purchasing policy” as an item under Funding Allocation which was unanimously agreed upon. Project Management was added to x4 Directional Statement. The discussion shifted to a conversation about Commission support and staff. Asking the question “Who does support the other commissions execute their plans?” Tom and Lisa gave a brief summary of the past year and the current transition. Tom stated project management is a critical piece and the commission will need support from staff. Tom stated the subject would need to be presented to the Council during the workshop. Onboarding the Arts & Culture commission naturally creates a need for the support as the volunteer commissioners will not be able to execute all plans and there will be a cost associated with it. Tom stated the commission has a lot of work ahead of themselves to flush everything out and figure out the details of the A3 Direction worksheet.

VI. Reports from Staff

None

VII. Reports from Commissioners

Trudy recommended reading the article she had emailed to everyone. Lisa Wong reported she is the council liaison for the planning commission and they are reviewing/updating sign ordinances. Carey reminded the commission of the vote coming up and explained what is on the ballot and how your vote will impact the school district. Trudy stated she would like to use Smart Sheets as a collaborative platform. Tom asked Lisa Ritchie to add Smart Sheet training to the November agenda and to also find out if the commission is allowed to use it.

VIII. Adjournment

Tom entertained a motion to adjourn. Trudy moved it and Stacey seconded the motion with all present voting aye (5-0) Meeting adjourned at 8:39

The October 19, 2021 Arts and Culture Commission meeting was held at City Hall, 2400 Margaret Street, North Saint Paul

I. Call to Order

II. Roll Call

Chair Tom Sonnek-here
Co-chair Trudy Ohnsorg-here
Commissioner Julie Barret-ill
Commissioner Carey Nadeau-here
Commissioner Stacey Maher-here

No council representatives or city staff were present as there was a competing city council workshop session.

III. Adopt agenda

On motion by co-chair Maher, seconded by commissioner Nadeau will all present voting aye, motion carried to adopt agenda.

IV. Approval of minutes-none

V. Meeting open to public

There was no one from the public in attendance.

VI. There were no public hearings.

VII. Commission business, action items, and recommendations

A. Review strengths and opportunities of presentation and discussion held with Council.

Consensus that the presentation to council workshop went well, the foundational A3 document set the stage for how to talk about who we are and what we plan to do. Feedback from the council was overall positive and supportive. Specific notes included: redefining the downtown, add value to the city, make it more of a destination and not a drive-by, murals (S. Carolina example), make the city more unique, updated banners. Councilmember Peterson mentioned the past Arts Commission with Jan Walczak, and was excited to see this coming back to the city. Councilmember Thorsen talked about how, to him, NSP has always meant the snowman, Neumann's, car show, and sports. How do you capitalize on that in a subjective media he will leave to the commission, and what is the process to add art to the city? Response was that process was still being worked out and there would be more to come. Councilperson Wong suggested updating the electrical boxes around town in some sort of art. Mayor Furlong mentioned the new restaurant that would be coming to town and how to partner with businesses in bringing art to the city. Interim City Manager suggested classes at City Hall for interested individuals or led by the creative staff who work in the city. Commissioner Ohnsorg commented that we should remember giving credit to the past work done in the city in reference to Councilmember Peterson's comment. Important to partner with and learn from

the people who did this long ago. Commissioner Ohnsorg also brought up a point to consider how we facilitate intergovernmental collaboration in future interactions/presentations.

B. Discuss and decide upon changes to presentation for upcoming meetings

Overall discussion concluded the presentation met needs of the commission for now, potential for future updates as the commission continues refining processes. Confirmed the next presentations would be Thursday, 10/21 at 6:30 pm in council chambers for Economic Development/Planning co-meeting, and 10/27 at 6:30 pm for the Parks and Rec Commission meeting.

VIII. Old business-none

IX. Reports from staff-none

X. Reports from Commissioners-

Commissioner Ohnsborg shared her visit to the Red Wing Art Fair last weekend, and her experience with [SPRAYFINGER](#), which is a local nonprofit dedicated to teaching kids how to do graffiti education and the art of creative lettering. This could be a potential avenue for both engaging the kids of NSP in the art-making process. She also noticed the Red Wing Arts Council had a booth at the fair with a white board asking for ideas, suggestions, etc. Discussion idea: booth for NSP Arts and Culture Commission at the Car Show?

Commissioner Maher reported on the Roseville Flowers: the [Visitor's Center](#) handled that project, which involves their own foundation that sustains and organized the process. Check out the website—it's a resource in itself to the art and work of the city. Discussion included potential to partner with high school students in helping the commission build a website or online destination to learn more about who we are and what we do.

Commissioner Nadeau reminded about the [vote 11.2](#), and shared the amazing NSP-related items in the upcoming 622 Education Foundation's [silent auction](#)—including a backstage tour of the [NSP SNOWMAN!!](#)

Chair Sonnek mentioned keeping eyes open around downtown and as you see a place that might work as a "canvas" for a future project, take a picture and note where it is. He will also be in [CLUE at Lakeshore Players](#) this season.

XI. Reports from council liaison-none

XII. Adjournment.

Moved at 6pm by Maher, seconded by Ohnsborg, all in favor voting aye.

North St. Paul Arts & Culture Commission: Work Direction A3							
Name	NSP Arts & Culture Commission	Owner(s)	Commisioners	Document Date	09/01/21	Last Updated Date	
Overall Work Direction Purpose	To inspire connection and community through the development of public art and cultural expression.						
x1 Directional Statement	Broad Collaborative Representation		x1 Directional Statement Purpose	To ensure the diverse voices of the community are engaged and represented			
Directional Inputs		Directional Input Purpose	Directional Input Outcomes	Directional Input Ownership	Directional Input PDCA		
1	Community Representation Schools & Churches Youth Groups (sports, scouts, 4H) Residents-at-large Seniors Green Team Higher Education						
2	Business Community Support NSP Business Association Chamber(s) of Commerce Rotary Club						
3	Inter-governmental Connectivity City Council Planning Commission Parks & Rec State Representatives Ramsey County Library Economic Development Authority	Exposure, collaboration, connection, buy-in, communication					
4	External Research and Guidance Other metro or outstate Arts Commissions League of Minnesota Cities UofM Extension Service Metropolitan Arts Council						
5							
x2 Directional Statement	Sustainable Funding Sources		x2 Directional Statement Purpose	To ensure we can afford to bring our ideas to fruition			
Directional Inputs		Directional Input Purpose	Directional Input Outcomes	Directional Input Ownership	Directional Input PDCA		
1	State and Local Funds Arts & Legacy Fund Grant writing						
2	Business Funds EDA, CoC, NSPBA, etc. Development Allocations (see also, Planning Commission, City Council) Mainstreet Association?						
3	Fundraising Ad Hoc Sustained						
4	Annual Budget Planning Process Local Government Aid						
x3 Directional Statement	Exceptional Engaging Artists & Ideas		x3 Directional Statement Purpose	To ensure we have			
Directional Inputs		Directional Input Purpose	Directional Input Outcomes	Directional Input Ownership	Directional Input PDCA		
1	Project Types Murals Sculpture Interactive Image Wraps						
2	Artists Established Local Youth Residents-at-large						
3	Project Locations (Canvasses) Mainstreet Parks Events City Buildings & Facilities						
4							
x4 Directional Statement	Clear bylaws & procedures		x4 Directional Statement Purpose				
Directional Inputs		Directional Input Purpose	Directional Input Outcomes	Directional Input Ownership	Directional Input PDCA		
1	Commission Standards Membership & Roles Meeting cadence and routine						
2	Communications With residents Inter-governmental collaboration						
3	Project Selection & Prioritization						
4	Funding Allocation Review purchasing policy						

Purpose

Beautify the city

Bring the community

Bridge the old & new

Inspire connection and cross-cultural learning

Help people identify with the city

The snowman needs to open its arms to welcome people in

To help people explore other parts

Engage the residents

Express the identity of the city

Key Inputs

	Meet with diverse leaders to get ideas	
	Engage with the business community - NSP Business Association	
	Pipeline for funding projects	
	Connectivity with Council and Commissions	
	Research - learning from others who have done this	
	Network of artists	
	Clear processes	
	Clear standards	
	Canvasses	

Ideas

Hide little snowmen in parks

Craft wagon

Little art library

"Cheers Pablo"

To express the identity of the city through public visual arts.

Broad Collaborative Representation

Steady Funding Sources

Artists and Ideas

Documented Standards and Processes