



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

November 3, 2021

6:30 PM

The Arts & Culture Commission Meeting was conducted on November 3, 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 called the meeting to order at 6:30PM

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

II. Adopt Agenda

Tom announced he will not be available to attend on December 1st and proposed changed the next meeting date. A motion to adopt the agenda with the following change: Reschedule the December Arts & Culture meeting from December 1st to November 30th and January 5th to January 19th. On motion by Commissioner Carey Nadeau, seconded by Commissioner Trudy Ohnsorg with all present voting aye (4-0). Motion carried to adopt the agenda with the proposed change.

Approval of Minutes

A. October 6, 2021 and October 19, 2021 Meeting Minutes

Carey noted the following changes need to be made on the meeting minutes: October. 6th minutes; Page 3 Line 2 – Change “are” to “art”. October 19th minutes; Section 3 – Change “will” to “with”; Section 10 and Section 12; correct spelling of Trudy Ohnsorg’s name. Motion to approve the October 6th and the October 19th meeting minutes by Commissioner Trudy Ohnsorg and seconded by Commissioner Julie Barrett with all present voting aye (4-0). Motion carried.

III. Meeting Open to the Public

There was not anyone from the public in attendance.

IV. Commission Business, Action Items & Recommendations

A. Smartsheets training

Prior to the meeting, Trudy had incorporated the A3 spreadsheet information into Smartsheets. (Per Wikipedia, Smartsheets is a service offering for collaboration and work management, developed and marketed by Smartsheet Inc. It is used to assign tasks, track projects project progress, manage calendars, share documents, and manage other work using a tabular user interface.) In Trudy's words, Smartsheets is like Microsoft Excel on steroids. Trudy proceeded to present the Smartsheet she had put together, reviewing all of the features and benefits of the software. She incorporated links to various websites/resources into the worksheet to be used as a resource by the commission. She also had created multiple PINTEREST accounts, one for projects and one for places around town. She had done research and saved images of what other cities are doing. The link to the PINTEREST accounts is incorporated into the Smartsheet. The commission was in awe on the work Trudy had done thus far and excited for the collaboration capacity of Smartsheets. Her ideas were vivid with various art projects that could be incorporated into the city. Trudy's spreadsheet contained multiple levels of topics, projects and resources. She also created a second spreadsheet for artists. The Artists Smartsheet would eventually contain artist bio's, portfolios and other information. This resource will offer the commissioners a database to refer to for consideration of upcoming art projects. Trudy will send all commissioners a link and access to the Smartsheets so the commission can add to it. Trudy stated, "it is intuitive and if you know EXCEL, you have 80%" (of the knowledge needed to use Smartsheets). There is only one license needed which Trudy has a subscription to. There is an option to export all information out of Smartsheets so if someone did a data requests on the commission's info, it could be easily done.

B. Review inter-governmental share-outs

Carey stated she had watched the presentations the Arts & Rec commissioners presented to the other commissions and had taken notes that she will add to Smartsheets. Tom asked the commissioners for their thoughts and impressions about what came out of the meetings. Lisa Wong stated she got a lot of positive feedback. The finance director was amazed by the energy of the commission and the willingness of the commissions to work together. Tom indicated the EDA was particularly supportive. Carey mentioned the Parks & Rec commission were ping-ponging ideas off of each other for ways they could help. She was interested in a comment made by the EDA of possibly adding a line item to permits as a potential income for the Arts & Culture Commission just as is done for the Parks & Rec Commission for the Parks Dedication Funds. Tom confirmed and added it would need to be approved by council. Lisa Ritchie brought up that the Parks & Rec Commission stated they would like to fund staffing for the North St. Paul Art Wagon, but noted there is a lot that would need to happen internally to get it up and running again. The commission agreed. Tom added

nothing would be happening until Spring 2022 at the earliest and we should stay on track with the agenda and not get too far ahead or off track. It's important to set the foundation of the council first and build from there on individual projects. Trudy stated she appreciated the feedback she received from one of the commissions, letting her know it will take time to establish the Arts & Culture commission. Recognizing they may not get a whole lot done in a few months. Small gains matter and baby steps are okay.

C. Review and update Direction A3

Tom suggested using the Smartsheet to update the information. The commission updated the spreadsheet to current status for multiple items. Tom stated there is homework to be done for "Sustainable Funding Sources" Trudy stated, she is on the MN Humanities Center Board which had a meeting on Friday, October 29th. During the meeting, Trudy learned they had received a "boat load" (possibly \$1.5M) of legacy funding and are now looking for good places to give some money. Trudy has an upcoming meeting scheduled to meet with Casey Damaris, Director of Strategic Partnerships. They are going to discuss how they can partner with the Arts & Culture Commission. Trudy is hoping to develop a long-term partnership as they are right in our area. There is a huge new project being sponsored by the Blandin Foundation related to how Arts & Culture can be used as a tool to promote economic development all over the state. There will be a meeting in December and Trudy is hoping to attend. Trudy researched who they had previously given money to. It was given to Maplewood and other surrounding areas. Trudy has another connection with a person who has experience connecting artists with funding at an organization called Creative Capital. She has lots of contacts there, she is currently at the Bush Foundation as a program officer and she is in charge Eco System Grants, which are intended to inspire and support creative problem solving. Trudy talked to her in general about the North St. Paul Arts & Culture Commission. Trudy thinks the connection there would be Culture rather than art. Tom stated we have progress for our Sustainable Funding and Smartsheets was updated to reflect this.

Tom stated the commission is making good progress. Adding the next focus should be is: "What does the selection process look like?" and then "What does project management look like?" There will be a process for everything. Ideation phase, selection phase, a formal approval phase and then there is a development phase. Trudy suggested dividing and conquer on some of that. Trudy would like to bring in other people to help and create work groups. As long as there are not more than 2 commissioners, it is a work group and wouldn't violate any commission ordinances. Tom will create a mock flow chart for process and procedure as an example. Each project will be different so some projects will hit all of the (if this, then that) points and some may not. This mock flow chart can be an actual process the commission will follow that is visible, visual and can be presented to anyone. The commission can then start talking about what they want to do. Ensuring funding is something that has to happen. He suggested identifying projects to do and then try to match the funding to the projects. Lisa asked if the commission needs to have the processes and procedures in place before considering projects? Tom suggested assuming they are going to do "x" and build the process around that. The best way to match a process is to watch a process and write down what happened. The commission agreed they should try doing something and map it as they go.

D. Prioritize next steps of the commission formation

The commission decided pick projects they would like to do and build the infrastructure.

1. Freedom Rock
2. Snowman Statues
3. Fire & Ice Art Exhibit
4. Car show/Art booth to promote the art projects
5. Craft Wagon
6. Luv Mural
7. Tschifsky's Silos
8. Object Transformation (dumpsters/sewer grates etc.)
9. Art Alley (Seppala Blvd)
10. Parking Lot
11. Sidewalk Poetry
12. Small (micro) Murals

There was discussion on the whether or not the dumpster art would even be an option as the dumpsters are owned by Tennis. We would need to check with them if we choose to do this project.

Lisa Ritchie stated the Fire & Ice event happens early in January so the commission should decide what they want to do. Trudy stated Minnesota Ice is a company we could get blocks of ice from to do ice sculptures. The commission decided on an art exhibit in the Hause building which will be hosted during FIRE & ICE.

E. Review "Freedom Rock" request form Veteran's Park Committee

Tom indicated Terry Furlong had sent him a text regarding the Freedom Rock. Other than that, he doesn't have a lot of information to share on this topic. Lisa Ritchie asked Tom to forward the information and she will get more information.

Item F added to the agenda prior to adopting it. Tom indicated he would not be available for upcoming meetings. See **Item II. Adopt Agenda** for changes to meeting schedule. Trudy stated she will be in North Carolina and will be attending via Zoom.

VI. Reports from Staff

At the EDA & Planning Commission joint meeting, Don Jensen mentioned Leon Lillie would be a good contact for funding as he is on the Legacy committee. He would be a great resource for our kick-off project. Tom stated he had reached out to him prior to the start of the Arts & Culture Commission and will touch base with him again.

VII. Reports from Commissioners

Homework: Read by-laws, bring ideas for FIRE & ICE, change meetings, Carey will talk to high school to engage artists for the exhibit. Tom will draft a process map for review.

Lisa Wong stated there is \$7500 proposed for the Arts & Culture 2022 budget.

Carey stated she had gone to the ghost tour on Grand Ave. prior to coming to the meeting. It made her think of Trudy's house and it would be really cool if we had a podcast ghost tour that people could download and listen to from the Arts & Culture Commission about all of the freaky things in North St. Paul. Trudy likes the idea of a

podcast with signs around town with QR codes and you can click on it to get the podcast.

Lisa Wong stated it would be good to have an item added to the permits for Arts & Culture escrow fees like the Parks & Rec does. As well as additional personal donations.

Lisa Wong added interviews will happen next week for the new city manager.

Trudy stated there maybe should be an update email to go out to people who would support the commission and we could do a tea in the spring to with our special friends that could support. Tom stated Premier Bank donated a lot to the city and that may be a potential. The original founder has passed away but we could possible work with his kids.

Adjournment

Tom entertained a motion to adjourn. Julie moved it and Carey seconded the motion with all present voting aye (4-0) Meeting adjourned at 8:15PM.