



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

**May 4, 2022
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **May 4, 2022** at 6:30 p.m. The meeting location is the Sandberg Room at City Hall, located at 2400 Margaret St., North St. Paul.

The **May 4, 2022** 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.

Participants accessing the meeting by phone please use the following meeting ID:
87921831549

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 April 6th Arts & Culture Commission Meeting Minutes

V. Meeting Open to the Public

This Open Forum is an opportunity for persons to address the Arts & Culture Commission on items not on the agenda. A completed public comment form should be presented to the staff liaison prior to the meeting. Comments will be limited to 3 minutes per person. While the Commission may ask clarifying questions of the speaker, no formal action by the Commission or discussion will be held on these items.

VI. Commission Business, Action Items & Recommendations

- A. Rotary Clock
- B. Team changes
- C. Art Cart
- D. Project Snowy
- E. Fall Festival - Partnering with Parks & Rec Commission

VII. Reports from Staff

- A. Update on the 135-year Anniversary Banner
- B. Update on Arts & Culture Commission Logo

VIII. Reports from Commissioners

IX. Reports from Council Liaison

X. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is June 1, 2022

**April 6, 2022
6:30 PM**

I. Call to Order

Tom Sonnek called the meeting to order at 6:33 PM

II. Roll Call

Tom Sonnek, Chair
Trudy Ohnsorg, Vice Chair - Excused Absence
Julie Barrett, Commissioner - Resigned
Stacy Maher, Commissioner
Carey Nadeau, Commissioner
Lisa Wong, Council Representative

STAFF

Lisa Ritchie, Admin. Assistant
John Stark, City Manager – Note: John stayed for the

a. Attending via ZOOM

Attendee:

None

III. Adopt Agenda

Carey Nadeau made a motion to adopt the agenda with the proposed change and it was seconded by Stacy Maher. Motion carried to adopt the agenda with all present voting aye.

IV. Approval of Minutes

A. Meeting Minutes from 3/2/2022

Carey Nadeau made a motion to approve the meeting minutes from the March 2, 2022 meeting. Stacy Maher seconded the motion. Motion carried to approve the agenda with all present voting aye.

V. Meeting Open to the Public

Note: This is a courtesy extended to persons wishing to address the committee who are not on the agenda. A completed public comment form should be presented to the Arts and Culture Commission Committee Secretary prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

Attendee: None

VI. Commission Business, Action Items & Recommendations

None

VII. Old Business

A. *Potential Sponsors for “Snowy” project*

Summary:

Trudy, Carey and Lisa met to discuss details for potential sponsors, timeline and budget for the proposed “Project Snowy”. See attached “Exhibit A” for details.

Tom had a “Not in length conversation” with Terry Furlong. Tom recommends the commission getting together with Hart again to see if he is on board with our idea.

Per Tom, Terry is thinking of using some of the CARES act \$. Per John. The finance director stated there isn’t any \$ in the cares act left. John did state there may be another option for funding. Tom informed of our project for Snowy and the process we are considering. There is been some conversations.

John’s input was to share the idea with Kari, so she can bring to the Business Association.

Take away’s – Carey, Lisa & Trudy to meet again and visit a few businesses. Support from city and Parks before visiting business association. Tom discussed potential sponsors with Mayor, Terry Furlong.

B. *Council Chambers wall art*

Summary:

Lisa did not have time to research. Stacy indicated partnering with Century College may be a potential for getting this task executed. Lisa Wong forwarded to Lisa Ritchie the picture that had been proposed to the Council but did not come to fruition. The art is made of 1/2" THICK ALUMINUM W/CHEMETAL APPLIED TO FACE. See attached “Exhibit B”

C. *Programming for the Art Cart - 8 events total*

Summary:

- ***Music in the Park – Tree Collaborative Project (3)***

June 16th, July 21st and August 18th. Lisa has the activities planned and some supplies purchased for the events that are coordinated with Music in the Parks.

- ***Car Show – Craft for adults & Kids (2)***

June 10 and September 9

It was decided the activity should be geared for adults and Kids. Some ideas are; fun run powder, sidewalk chalk and spray chalk (See Exhibit’s C).

- *Daytime in the Parks – (3 +*?)*

Mid-day events on the 4th week of June, July and August

Carey will work with Laura Karp for programming. *Possible additional evening event July 29th at Hause Park to coordinate with Food Truck night.

Action item – find volunteers; Next meeting – time for working out programming

Notes:

- *Legalities with volunteers – Per Soren N/A*
- *Possible collaborators – Juxta positions – Lisa Wong; Compas -Trudy; Century College - Stacy*

VIII. Reports from Staff

A. *Report on creating our own Facebook page*

Summary:

Yes, the North St Paul Arts & Culture can create their own Facebook page but cannot associate us with the city.

Action – Table our own & Utilize the cities Facebook site.

May – for volunteers

Create schedule for the year

B. *Simplified path to donate to the Arts & Culture on the city website*

Summary:

DONE

C. *Update on filling commission vacancy.*

Summary:

Posted – Per Lisa Wong

D. *Update on Call for Volunteers on city website*

Summary:

Posted – Per Lisa Wong

E. *Update on Art Cart event at Casey Lake/Music in the Parks*

Summary:

Lisa stated she has ordered some supplies for the event including die-cut hands for the leaves on the tree(s). It will be the same project at all 3 events. The number of children participating, will determine the number of Trees displayed in the library.

F. *ACC apparel design/logo*

Summary:

Design presented by Lisa R.

Feedback was that it was too “childish” for what the commission wants. Some suggestions were to create a new logo, minus the beret and paintbrush. Simple line art similar to the “Old North Saint Paul logo with the bottom circle off to the right. Stacy also suggested another design of using the current North Saint Paul logo and replacing “Extraordinaire” with “Arts & Culture Commission”.

Action:

Lisa will present 2 new designs at the next meeting.

G. *New design ideas for banners*

Summary:

Three designs were presented for review. The commission chose one of the three and asked for modifications. Lisa will present 2 more designs at the next meeting.

IX. Reports from Commissioners

A. *Stacy - Status of Bighley Auto Body painting the Art Cart*

Summary:

Stacey contacted Bighley Auto Body but they are too busy and not interested in this project. Per Stacey, Century College may have an Auto Body department and we could possibly collaborate with them.

B. *Tom - Update on mural RFP with Kii*

Summary:

Stacey inquired if the art commission was funding this and the answer was no.

Tom suggested, having Suzanne and Kii discuss the ideas and we will help facilitate the funding (with the contacts that Trudy and Carey spoke with regarding funding – see

spreadsheet: <https://app.smartsheet.com/sheets/hcw8VFGwfWgv8mc62qQQMjpVrg3PcmhXxPP4q3V1>

C. *Trudy - Online apparel website/host options*

Summary:

Being as Trudy was absent, this was tabled.

D. Stacey - Update on art programs at colleges/student thesis collaboration possibilities

Summary:

Stacey indicated she had contacted a teacher from the Century College Art Department and they are very interested in collaborating with our commission. The teacher even inquired about the possibility of a Century College Faculty Member becoming a commissioner on the North Saint Paul Arts & Culture Commission. Tom and Stacey plan to meet with the teacher and discuss possible collaboration opportunities.

E. Tom - Update on the Chair/Vice Chair meeting with the city manager and city attorney.

Summary:

Tom gave an overview of what was covered in the meeting (See Exhibit D).

X. Reports from Council Liaison

Summary:

- There are 2 events scheduled to clean up around the lakes. One at Casey and one at Silver
- The city-wide garage sale is scheduled for May 5th thru May 7th
- The city-wide clean-up is scheduled for April 30th
- The Planning Commission is working on Sign Ordinances and the Wayfinding Plan
- There is a new Children's Day Care opening and the ribbon cutting ceremony is coming up.

XI. Adjournment

Tom made a motion to adjourn. Carey moved it and Stacy seconded the motion with all present voting aye. Meeting adjourned at 8:38 PM.



To

Arts and Culture Commissioners

Date

May 4, 2022

Agenda Placement # VI.A

Commission Business, Action Items & Recommendations

Subject

Rotary Clock

Background/Facts

Joe Miller of the Rotary Club asked Terry Furlong to pass these images onto our Arts & Culture Commission to see if we would be interested in getting involved with a similar clock at Rotary Park. Terry indicated he thinks the Rotary club will fund most of it. I emailed Joe to get his input of what he would like to proposed to the Arts & Culture commission for our involvement. I haven't received a reply as of yet. 4.29.2022

Recommended Action

Attachments

1. Rotary Clock

Respectfully submitted,
Lisa Ritchie, Administrative Assistant









To

Arts and Culture Commissioners

Date

May 4, 2022

Agenda Placement # VI.D

Commission Business, Action Items & Recommendations

Subject

Project Snowy

Background/Facts

Trudy took the lead in creating this "One-pager" for marketing sponsorship for our Project. Trudy, Carey and Lisa met last week to review and discuss. The following recommendations were made: Format design using the City's Branding Guidelines for color and fonts. There was also discussion around the snowpeople images for the different sponsorship levels but it was decided to get feedback from the commission.

Recommended Action

Attachments

1. Project Snowy 1-pager
2. Branding Guide

Respectfully submitted,
Lisa Ritchie, Administrative Assistant

Project

Snowy!

Show Your NSP PRIDE!

Sponsor Outreach
May

Public Raffle Begins:
“Snowy in your yard for a week”
June

Snowies ordered
Artist selection, naming contest
July

Bare Snowies at Car Show
August 26

Fall Roundup - Snowies on Parade!
September 16

Platinum
Sponsor

\$11,000*



Gold
Sponsor

\$7,000*



Silver
Sponsor

\$1,500*



Benefits

Choose the artist,
Name the statue,
Keep the statue!

Benefits

Showcase a statue
at YOUR location
for a **FULL MONTH**
in both 2022 and 2023!

Benefits

Show your NSP spirit
with a statue
at your location
for **TEN Days** in
2022 or 2023!

Brought to you by:
The North Saint Paul Arts and Culture Commission

The Commission, formed in 2021, has 5 members and reports to the North Saint Paul City Council.

Our purpose is “to inspire connection and community through the development of public art and cultural expression.”

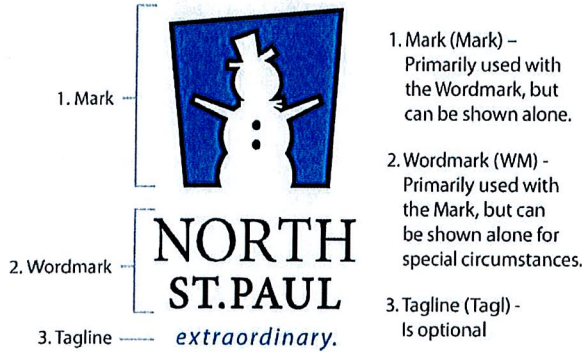
*If ten (10) Platinum or Gold sponsors are identified, the Platinum level will be available at \$7,000!
Encourage others!

NSP
ACC

North St. Paul Logo | Usage Guidelines

This document is to guide you on how to use the North St. Paul (NSP) logo properly in terms of format, color, usage and file naming. Please use it to assist in a officially branded NSP layout, in regards to color palette and font selection.

Logo Elements



Format Versions

Primary* (Logo)
FILE: NSP_LogoTagl_2c



NORTH
ST. PAUL
extraordinary.

*This logo is to be used a majority of the time, unless it's not applicable.

Rectangular (Rect)- FILE: NSP_LogoTagl_Rect_2c



NORTH
ST. PAUL
extraordinary.

Horizontal (Horz)- FILE: NSP_LogoTagl_Horz_2c



NORTH ST. PAUL
extraordinary.



Mark - FILE: NSP_Mark_2c

Color Versions

Two Color (2c)
FILE: NSP_LogoTagl_2c



NORTH
ST. PAUL
extraordinary.

One Color (1c)
FILE: NSP_LogoTagl_1c



NORTH
ST. PAUL
extraordinary.

Black (Blk)
FILE: NSP_LogoTagl_Black



NORTH
ST. PAUL
extraordinary.

Reversed Two Color (Rev_2c)
FILE: NSP_RevLogo_2c



NORTH
ST. PAUL
extraordinary.

Reversed One Color (Rev_1c)
FILE: NSP_RevLogo_1c



NORTH
ST. PAUL
extraordinary.

Reversed White (Rev_Whit)
FILE: NSP_RevLogo_Whit



NORTH
ST. PAUL
extraordinary.

Logo Usage

Follow these rules when using the logo.

YES!



Safe Area:

Distance of the "N" type is around the logo in which no other graphics or text can appear.

NO!



NO squishing or stretching



NO shrinking under .75 inches

Color Specifications

MAIN - Use these colors a majority of the time

PMS 660
C 90, M 57, Y 0, K 0
R 64, G 126, B 201
HEX: 407EC9

PMS Black 3
C 67, M 44, Y 67, K 95
R 33, G 39, B 33
HEX: #212721

PMS 430
C 33, M 18, Y 13, K 40
R 124, G 135, B 142
HEX: #7c878e

Background - Use these to use in the background with logo above

PMS 660
C 18, M 0, Y 5, K 0
R 187, G 221, B 230
HEX: #bbdde6

PMS Cool Gray 2
C 5, M 3, Y 5, K 11
R 208, G 208, B 206
HEX: #d0d0ce

PMS 614
C 6, M 2, Y 32, K 1
R 220, B 213, G 154
HEX: #dcd59a

Secondary - Use these as supportive colors

PMS 362
C 78, M 0, Y 100, K 2
R 80, G 158, B 47
HEX: #509e2f

PMS 7405
C 0, M 15, Y 100, K 5
R 242, G 205, B 0
HEX: #f2cd00

PMS 716
C 0, M 50, Y 100, K 8
R 234, G 118, B 0
HEX: #ea7600

Fonts & Type

Titles: Minion - Regular *Palatino*

Headers: MINION - SEMIBOLD SMALL CAPS *Verdana*

Subheads: Myriad Pro - Bold

Body Copy: Myriad Pro - Regular

File Naming & Type

North St. Paul | Tagline | Color
EXAMPLE: NSP_RevLogoTagl_Horz_2c.eps
| Reversed | | Format | | File Type

The .eps file should be used for print design. The .jpg and .png files are for web, video and Microsoft programs.

Pantone 660 = 74 94 C M

300 = 100 M 50