



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

**February 1, 2023
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **February 1, 2023** at 6:30 p.m. The meeting location is the Council Chambers at City Hall, located at 2400 Margaret St., North St. Paul.

The **February 1, 2023** 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
Carey Nadeau, Vice-Chair
Amanda Black, Commissioner
Stacy Maher, Commissioner
Emily Haeg Nguyen, Commissioner
Lisa Ritchie, Commissioner
See Yang, Commissioner
Cecelia Goracki, Student Commissioner
Lisa Wong, Council Member

Staff
Sara Lang, Commission Secretary

III. Adopt Agenda

IV. Approval of Minutes

A. Approve 1/11/23 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. Public Hearings

VII. Commission Business, Action Items & Recommendations

- A. Commission Training by Soren Mattick
- B. Project Updates by Sub-Committees
- C. Public Art Code-MN Statute
- D. March Meeting Date Change

VIII. Old Business

IX. Reports from Staff

X. Reports from Commissioners

XI. Reports from Council Liaison

XII. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is March 1st, 2023.



To	Date
Arts and Culture Commissioners	February 1, 2023
Agenda Placement # IV.A	
Approval of Minutes	
Subject	
Approve 1/11/23 Meeting Minutes	
Background/Facts	
Recommended Action	
Attachments	

1. ACC 01.11.2023 Minutes
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

City of North Saint Paul
Arts & Culture Commission Meeting Minutes

January 11, 2023

6:30 PM

I. Call to Order

Commissioner Sonnek called the meeting to order at 6:30 PM

II. Roll Call

Tom Sonnek, Chair

Carey Nadeau, Commissioner

Stacy Maher, Commissioner

Emily Haeg Nguyen, Commissioner – excused absence

See Yang, Commissioner

Lisa Ritchie, Commissioner

Amanda Black, Commissioner

Lisa Wong, Council Member

Staff

Sara Lang, Commission Secretary

Chair Sonnek welcomed the two new commission members, Amanda Black and Lisa Ritchie, and invited them to introduce themselves.

III. Adopt Agenda

On motion by Commissioner Nadeau, seconded by Commissioner Maher, with all present voting aye (6-0), Commissioner Nguyen absent, motion carried to adopt the agenda as presented.

IV. Approval of Minutes

A. Approval of the 12/07/22 Meeting Minutes

On motion by Commissioner Maher, seconded by Commissioner Ritchie, with all present voting aye (6-0), Commissioner Nguyen absent, motion carried to approve the minutes of the December 7, 2022 meeting.

V. Meeting Open to the Public

There was no public input.

VI. Public Hearing

None

VII. Commission Business, Action Items & Recommendations

A. Election of Officers

A - 1 Election of Chair

On motion by Commissioner Ritchie, seconded by Commissioner Maher, with all present voting aye (6-0,) Commissioner Nguyen absent, motion carried to elect Tom Sonnek as Chair for 2023.

A - 2 Election of Vice Chair

On motion by Chair Sonnek, seconded by Commissioner Yang, with all present voting aye (6-0), Commissioner Nguyen absent, motion carried to elect Carrie Nadeau as Vice Chair for 2023.

B. Subcommittee Creation

B - 1 Unique Projects like Project Snowy, the utility boxes and Mural

B - 2 Ongoing Projects like Paint and Sip, Art Cart and Art Festival with Parks

Chair Sonnek said he would like to consider Items B, C and D together. He said meeting once a month made it difficult to complete business and with five members it was difficult to have a full commission or have subcommittees which led to expanding the commission by two members. He introduced an A-3 document to use as a tool to update and keep track of steps to deliver initiatives thinking in terms of a one-year cycle.

The Commission decided to adopt the process recommended by the Chair, reviewed 2022 accomplishments to add to the document and asked Commission Secretary Sara Lang to look into setting up a shared location for commission documents such as a Google Drive. The Commission also brainstormed goals for 2023 to include in the document. These projects included Project Snowy, murals, utility box wrapping, art cart programming, paint & sip event and working with the Park and Rec Commission on the Fall Frolic. They asked Ms. Lang to create and keep an ongoing list of cultural groups and organizations in the community to potentially work with them on projects and invite them to an ACC meeting. Commissioner Black asked where "culture" comes in to play as many of the goals are Art focused. Chair Sonnek responded by stating that each project can and will involve different aspects of culture.

Sonnek asked Commissioners Maher, Yang and Black to take the lead on Project Snowy.

Chair Sonnek said he would like to take the lead on the Mural Project along with Vice Chair Nadeau and Commissioner Ritchie.

Utility boxes are a little more in the future (spring) and Commissioner Nguyen was suggested for that sub-group and Commissioner Yang volunteered to take the lead. City Council Liaison Lisa Wong and Commissioner Maher expressed interest.

Commissioners Ritchie and Black signed up to work on the Art Cart.

Commissioner Ritchie will take the lead on Paint and Sip along with Vice Chair Nadeau.

Arts Festival will be spearheaded by Chair Sonnek and Commissioner Black.

C. Project Snowy Next Steps

C - 1 Project Snowy Flyers

C - 2 Project Snowy Purchases

The Commission reviewed flyer versions and decided to continue with the one-page copy, including highlighting details on the benefits to local businesses to purchase a Snowy. Commissioners said there should be a purchase agreement for businesses that buy a Snowy including responsibilities, releases and indemnification. Commission Secretary will begin drafting a purchase agreement.

D. Discussion on Activating Projects for 2023

D - 1 Paint and Sip – March

Commissioner Ritchie asked if hosting an event at Casey Lake in February would be doable. The Commission agreed to postpone until March to allow for more time.

D - 2 Art Cart

D – 3 Art Festival with Parks Sept. 23

Assignments for these project subcommittees listed above.

E. Public Art Code – Something to Explore

Ms. Lang said the City's Community Development Director shared information on other cities that have a public art code as part of their city ordinances. She presented examples from Philadelphia and Michigan. Codes deal with items like requirements and maintenance.

The Commission decided to have Ms. Lang bring back more information from the Community Development Director and anything in State statute at the next meeting and to keep any code as simple as possible.

F. Student Commission Application

Ms. Lang said there was one student applicant named CeCe Goracki. Commissioner Nadeau said she knows her and asked her to apply and she would be fantastic.

On motion by Commissioner Ritchie, seconded by Commissioner Maher, with all present voting aye (6-0), Commissioner Nguyen absent, motion carried to recommend approval of appointing CeCe Goracki as the first student representative to the Arts and Culture Commission.

Ms. Lang clarified the recommendation needs to go to the City Council for approval. The Student Rep would be a non-voting position.

VIII. Old Business

None

IX. Reports from Staff

None

X. Reports from Commissioners

Commissioner Yang reported she had submitted a plan and timeline for the Paint and Sip project and asked everyone to review it. Commissioner Ritchie said she would take a closer look when planning the event.

Each commissioner introduced themselves briefly for the benefit of the new commissioners.

XI. Reports from Council Liaison

Council Member Wong reported that a new Mayor and new Council members were sworn in at the January City Council meeting. The new mayor is John Monge. Cassidy Schweer and Jason Nordby are the new council members. John will be the representative to the HRA and EDA. Cassidy will sit on Parks and Rec and Jason will be the council liaison to the Planning Commission. Wong will continue as liaison to the Arts and Culture Commission. The City Attorney plans to visit each commission to go over procedural things like Open Meeting Law. There are vacancies on Parks and Rec Commission, Planning Commission and Economic Development Authority. Wong has been involved with meetings on the Community Center. Jan. 27 will be the Polar Plunge at White Bear Lake. She thanked the commission for being an incredibly efficient and effective group.

XII. Adjournment

On motion by Commissioner Maher seconded by Commissioner Yang, with all present voting aye (6-0), Commissioner Nguyen absent, motion carried to adjourn.

Chair Sonnek adjourned the Arts & Culture meeting at 8:32 PM

The next regularly scheduled Arts & Culture Commission meeting is February 1, 2023



To	Date
Arts and Culture Commissioners	February 1, 2023
Agenda Placement # VII.B	
Commission Business, Action Items & Recommendations	
Subject	
Project Updates by Sub-Committees	
Background/Facts	
Recommended Action	
Attachments	

1. Copy of ACC WIP 2023

Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

Work Improvement A3

Improvement Area	Owner(s)	Tom Sonnek, Sarah Lang	Plan Date	01/08/23	Last Updated Date	01/18/23	Timeline - Year(s): 2023												
North St. Paul Arts & Culture Commission	Key Initiatives		Planned Steps					January	February	March	April	May	June	July	August	September	October	November	December
Plan Purpose To develop forms of artistic and cultural expression in North St. Paul	A Project Snowy Team: Stacy, See, Amanda		1 Build Buyer Group 2 Execute Call for Artists 3 Define Artist Selection, Completion Timeline 4 Define Business Association involvement 5 Write up purchase agreement 6 Define Programming																

 | | | | | | | | | | | || Current State Headlines 1 The ACC had a fairly successful year in 2022, including the creation and programming of the Art Cart and the partnership with Parks on the Fall Frolic. 2 Membership changes: 2 original ACC commissioners left to ACC, we have a new commission secretary, and we've increased our commissioner total to seven 3 Timing, supplier issues, and funding concerns affected Project Snowy, pushing it to 2023 - though we did get one Snowy made in 2022! 4 LUV Ice Cream mural project was hampered by cost and artist availability. We are learning about limitations with working with private businesses 5 We have learned a lot about funding, legal requirements 6 Expanded our reach through collaboration with the Business Association, and made connections with other commissions 7 Learned through commission meeting visits from Veterand group, Rotary, and Compas 8 Ended year strong with budget: made strategic purchases (built up Art Cart supplies) and returned remaining budge to City 9 Had a lot of fun! |

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To	Date
Arts and Culture Commissioners	February 1, 2023
Agenda Placement # VII.C	
Commission Business, Action Items & Recommendations	
Subject	
Public Art Code-MN Statute	
Background/Facts	
Recommended Action	
Attachments	

1. Minnesota Statute
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

Minnesota Statute

450.20 ART COMMISSION; WORK OF ART.

The council of any city of the first class may establish by ordinance a city art commission of five resident members to be appointed by the mayor, one each from lists of three persons each presented to the mayor as follows: One by the oldest incorporated society of fine arts or other similar body of the city, one by the library board thereof, and one by the park board. The other two shall be selected, one from the resident painters, sculptors, and architects, and one from the citizens generally. If any list be not submitted within 30 days after request so to do, the mayor shall appoint without the recommendation. The terms of members shall begin January 1 next after appointment. The first board shall serve for one, two, three, four, and five years, respectively, as designated by the mayor, and thereafter the term of each shall be five years, and until a successor qualifies. Vacancies shall be filled for the unexpired terms by like appointments. After the commission is established, the city shall acquire no work of art, nor shall any such work be placed in any public place therein, unless the design and location thereof be approved by such commission; neither shall any work of art possessed by the city be removed, replaced, or altered without the approval of the commission. The mayor or council may request the commission to pass upon the design of any municipal building, bridge, approach, gate, fence, lamp, or other structure to be erected upon any public ground of the city, and upon any proposed grading, platting, or laying out of public grounds or ways; and in these cases the decisions of the commission shall be binding, and shall be obeyed. If the commission shall fail to decide upon any matter within 60 days after such request, its decision may be dispensed with and in cases of emergency the mayor or council may prescribe a shorter time. The term "work of art," as used herein, shall embrace all paintings, mural decorations, stained glass, statues, bas-reliefs or other sculptures, monuments, fountains, arches, gates, and other permanent structures for ornament or commemoration. Nothing herein shall apply to any building or grounds owned by the state or require any library or park board to accept any work of art to be displayed upon property under its control.