

City of North Saint Paul
Arts & Culture Commission Meeting Minutes

February 1, 2023

6:30 PM

I. Call to Order

Chair Sonnek called the meeting to order at 6:32 PM

II. Roll Call

Tom Sonnek, Chair

Lisa Ritchie, Commissioner

Carey Nadeau, Commissioner

Stacy Maher, Commissioner

Emily Haeg Nguyen, Commissioner

See Yang, Commissioner

Amanda Black, Commissioner

Cecelia Goracki, Student Commissioner (non-voting)

Lisa Wong, Council Member

Staff

Sara Lang, Commission Secretary

III. Adopt Agenda

On motion by Commissioner Maher, seconded by Commissioner Black, with all present voting aye (7-0), motion carried to adopt the agenda with the addition of introductions under item VII.

IV. Approval of Minutes

A. Approval of the 01/11/23 Meeting Minutes

On motion by Commissioner Nadeau, seconded by Commissioner Black, with all present voting aye (7-0), motion carried to approve the 01/11/23 Meeting Minutes.

V. Meeting Open to the Public

There was no public input.

VI. Public Hearings

None.

VII. Commission Business, Action Items & Recommendations

A. Introductions

As there were several newer members of the Commission, including a new student member, Commissioners introduced themselves.

B. Commission Training by Soren Mattick

City Attorney Soren Mattick conducted a training session for the Commission on the Open Meeting and Data Practices laws; conflicts of interest; the gift law; the Council Manager form of government; the correct way to solicit donations, and parliamentary procedures. He focused on electronic communication, and that it is important to avoid that if at all possible. All electronic communication, even on personal devices, is subject to data requests, therefore it is important to keep all communication. Soren was okay with ad-hoc sub-committees meeting to discuss projects. The importance of the ad-hoc portion is to clarify it is not a regularly scheduled meeting.

C. Project Updates by Sub Committees

C - 1 ACC WIP (Work Improvement Plan) 2023

Chair Sonnek called attention to the WIP document and said the commission will go through the projects under the plan.

C - 2 Project Snowy Update

Commissioner Yang reported the ad-hoc committee had met and worked on tasks, next steps, the flyer and the purchase agreement for the Snowy statues. The agreement needs final review by the City Attorney and City Council. The flyer needs to verify the cost before distribution and will need to be presented to the Business Association before distribution.

Commission Secretary Sara Lang noted that businesses who wanted to place a Snowy on the sidewalk in front of their businesses would need an annual sidewalk encroachment permit which carries a potential \$50 fee. The permit and fee would not apply if the Snowy was on private property.

The Commission said it would be important for purchasers to understand issues of placement up-front and asked the ad-hoc committee to designate a list of possible public locations for the statutes and to finish updating the purchase agreement for Commission review at the next meeting. A suggestion was made to include the permit fee in the initial cost of the Snowy, if possible.

C-3 Mural Project Update

Commissioner Nadeau reported the ad-hoc committee has put together a project plan and defined the scope of the project as six murals or other public art items over three years in a mix of public and private locations.

C-4 Utility Box Wrapping

This ad-hoc committee will be meeting in the coming week and expects to be able to implement the project in the spring.

C-5 Art Cart Project

This ad-hoc committee plans to meet when it is closer to spring.

C-6 Paint and Sip

Commissioner Lisa Ritchie reported Casey Lake is available March 23 so the date is being held. They are looking for volunteers to be available that evening and she said the "sip" was being removed from the name of the event as the city cannot provide or promote alcoholic beverages. The Commission directed that participants be informed in some way about "bring your own" beverage options in the park. The Commission discussed the cost and age range for the event and suggested 16 and up and a \$30 fee with a limit of 25 participants. Secretary Sara will pass along registration information to the City's Communication Consultant. Ms. Lang also asked if purchasing table cloths for the event is needed, and the group approved of the purchase.

C-7 Art Festival

Commissioner Black reported the ad-hoc committee is in the process of setting its first meeting but the date reserved for the event is Sept. 23. She is looking into a different platform for artist applications and is reviewing possible locations including parking considerations. Commissioners thought the \$1,500 cost for the alternate platform might be too steep and also had concerns not using the City's software for registration.

D. Public Art Code MN Statutes

Ms. Lang said she included in the packet what is in MN Statutes regarding public art and suggested the Commission review it and discuss it at the next meeting. The Commission would have the option of following state statute or writing something into local ordinances.

The Commission decided to take up the topic at the next meeting.

E. March Meeting Date Change

On motion by Commissioner Ritchie, seconded by Commissioner Haeg Nguyen, with all present voting aye (7-0), motion carried to approve moving the March Arts and Culture Commission meeting from March 1 to March 8.

VIII. Old Business

Nothing additional.

IX. Reports from Staff

Ms. Lang reported she has started creating a list of cultural organizations in North St. Paul and asked the Commission to submit groups to her and she will bring the list to the next meeting. She also said that the Parks and Rec Commission is considering moving from nine to seven members.

X. Reports from Commissioners

None.

XI. Reports from Council Liaison

Council Member Wong reported on ongoing discussion concerning the sidewalk ordinance at the City Council Level.

XII. Adjournment

On motion by Commissioner Maher, seconded by Commissioner Yang, with all present voting aye (7-0), motion carried to adjourn the meeting.

Chair Sonnek adjourned the Arts & Culture meeting at 8:28 PM

The next regularly scheduled Arts & Culture Commission meeting is March 8, 2023