

**ARTS COMMISSION  
MEETING MINUTES  
June 24, 2025  
City Hall, Conference Room #6**

**Attendees:** Chairman Mary Lee Ryba, Vice Chair Abby Light, Commissioner Tracey Benson, Commissioner Nora Crabtree, Commissioner Kate Walker, Commissioner Cynthia Newkirk (attended online), Commissioner Charlotte Doutriaux (attended online), and Troy Tymesen

Guests: Kristin Von Till, Gabrielle Lewis, and Jacob Garringer

**CALL TO ORDER:** Chairman Ryba called the meeting to order.

**CONFLICT OF INTEREST DECLARATION:** None.

**PUBLIC COMMENTS:** None.

**APPROVAL OF MINUTES:** Chair Ryba noted a correction on page 2 of the minutes, under the Motion section, to amend the dog's name to "Stewy."

**MOTION:** Motion by Commissioner Light, seconded by Commissioner Benson, to approve the May 27, 2025 meeting minutes. All in favor. **Motion carried.**

**APPROVAL OF FINANCIAL REPORT:** City Administrator Troy Tymesen provided a brief overview of the May 2025 financial report. He noted that Fund 076 is earning interest income, with no expenditures recorded for the month. Fund 074 is also generating interest income, with expenses including \$500 for the youth art scholarship in partnership with Emerge, and a \$250 payment for the Café Call to Artists for Art Currents 2025, which should be categorized under Professional Services. Fund 077 is likewise earning interest income, with expenses consisting of a \$26.26 electricity payment for lighting the feather artwork on Northwest Boulevard, and a \$481.29 payment for parts to repair the water fountain at the library's lower-level entrance and no labor costs were incurred for the repair.

**MOTION:** Motion by Commissioner Benson seconded by Commissioner Walker, to approve the May 2025 Financial Report. All in favor. **Motion carried.**

**COMMISSIONER/ STAFF COMMENTS:** Chair Ryba shared that Student Representative Adeline Smith was featured at the CDA Press "RAD GRADS Leading by example" article that described her as a natural-born leader and the Coeur d'Alene High School 2025 valedictorian with a 4.49 GPA.

**DISCUSSION ON THE TOMLINSON SOTHEBY'S MURAL PROJECT:** Vice Chair Light introduced Kristin Von Till, managing broker at Tomlinson Sotheby's International Realty, and artist Gabrielle Lewis, who presented a proposed mural project for 223 Sherman Avenue. They are currently seeking funding for the initiative. Gabrielle described the mural's design, which celebrates the natural beauty of Coeur d'Alene and North Idaho, featuring elements like the lake,

wildflowers, monarch butterflies, eagles, moose, and pine trees, with a central “Welcome to Coeur d’Alene, Idaho” message. The mural is intended to be interactive, encouraging people to take photos with it. Kristin outlined plans for community engagement, including children helping with painting after the wall is primed, a downtown mural tour, themed merchandise, and fundraising through silent auctions. Gabrielle addressed concerns about durability and vandalism, noting the use of high-quality exterior acrylic paint and an anti-graffiti coating for protection and easy upkeep. Kristin also emphasized Gabrielle’s strong artistic credentials, including her academic background and experience with public murals, even under challenging conditions, such as a project for the Department of Health and Welfare. The mural, in development for several months, is envisioned as a meaningful addition to the community and a potential downtown focal point.

Commissioner Light expressed concern about the mural’s future if Tomlinson is no longer involved and inquired about funding. Kristin reassured that the building owners, who are active partners in the project, are committed to maintaining and preserving the mural. Regarding financial support, she noted that Kootenai Title and Bonner Title have already contributed, and discussions are ongoing with additional potential sponsors. Gabrielle has designed the project to begin with the current funds and continue fundraising throughout the mural’s creation. The idea is to start as soon as possible to have something visible before the 4<sup>th</sup> of July and get it done by summer. Gabrielle highlighted that community involvement during the painting process, along with strategic use of marketing, signage, and a dedicated webpage, will help generate public interest and encourage further donations. During the discussion, Mr. Tymesen noted that the mural project falls within the Lake District and suggested partnering with organizations like Emerge to support the youth involvement component. Kristin confirmed they already have connections with Emerge and local schools and welcomed additional support. Jacob Garringer asked about lighting for the mural and Kristin acknowledged it hadn’t been considered yet but said they could discuss options with the building owners.

Mr. Tymesen addressed the challenge of using public funds for a mural on private property. He emphasized the importance of accountability and mentioned that instead of paying wages, the Arts Commission could contribute by funding materials. He asked whether leftover supplies could be donated. Gabrielle responded that she sources paint from Home Depot and can easily reorder colors if touch-ups are needed. She confirmed that paint could be donated after the project, while other materials like brushes and buckets are either personal or expendable.

Chair Ryba expressed support for participating in the project and proposed contributing 8-10% of the total project cost or the amount of \$3,600 to help cover painting supplies.

**MOTION:** Motion by Commissioner Walker, seconded by Commissioner Light, to approve the Arts Commission’s participation in the mural project in the amount of \$3,600 to help cover painting supplies. All in favor. **Motion carried.**

**RECOMMENDATION OF APPOINTMENT TO THE ARTS COMMISSION:** Chair Ryba recommended the appointment of Duncan Menzies to the Arts Commission, noting that both she and Commissioner Light interviewed him on June 17 and found him to be an excellent candidate. Duncan holds a degree in vocal performance and has a strong background in the arts and nonprofit sectors. Commissioner Benson commented that he is an extremely dedicated individual with a

deep commitment to the arts across multiple disciplines, including visual arts, performing arts, and dance, making him a valuable asset to the Commission. Commissioner Light stated that she is excited to see what kind of program development skills he can bring to the Commission's projects. Commissioner Newkirk added that Duncan helped them during the recent Music Conservatory fund raiser reception.

**MOTION:** Motion by Commissioner Benson seconded by Commissioner Light, to recommend to the Council the appointment of Duncan Menzies to the Arts Commission. All in favor. **Motion carried.**

#### **SUBCOMMITTEE UPDATES:**

Coeur d'Alene Arts Awards: Chair Ryba stated that the call for nominations opened on June 9. The announcement, which included guidelines and nomination forms, was sent out to the media, artists database, and posted to the website and social media. Everyone is encouraged to promote the nominations, which can be submitted using forms available on the city's website. The deadline for submissions is August 29th. The press release was published by the CDA Press on June 11.

ArtCurrents: Chair Ryba mentioned that another press release was issued to remind the public about the June 30 application deadline and mentioned that there are currently ten applicants. She shared that the next subcommittee meeting is scheduled for Monday, July 7th, during which they will determine how many pieces will be replaced. The Selection Committee is set to meet on Friday, July 11th. Chair Ryba also thanked Commissioner Light for distributing the reminder to her contact list and highlighted that the information has been posted on the city website, the Arts Commission page, and shared with the artists database. Lastly, she thanked Commissioner Sichelstiel and the subcommittee for their efforts.

Arts Commission Applicant Review: Chair Ryba encouraged everyone to refer any professionals they know who might be interested in joining, noting that there are still two vacancies in the Commission.

Visual Arts: Vice Chair Light shared updates on local arts events, noting that while there are the usual new exhibitions, The Art Spirit Gallery currently has a particularly beautiful show. She encouraged everyone to visit the new museum if they haven't already, mentioning that although their big fundraiser this weekend is sold out, there are exciting opportunities for potential future partnerships. She also highlighted the upcoming Art Walk on July 11 and shared that Rotary Park on Sherman Avenue is being used as a platform to showcase local artists and nonprofits, with the Music Conservatory participating in the last event. Mr. Tymesen added a reminder to avoid driving spikes into the turf area at the park to prevent damage to the sprinkler system, suggesting the use of stand-up signs instead.

Performing & Music Arts: Commissioner Benson discussed the draft of the selection criteria using a point system to simplify scoring for the selection committee. The Selection Committee meeting will be held on August 25 from 4:00 to 6:00 p.m. and then the item will be added to the agenda for the Arts Commission meeting on August 26.

Emerge Art Scholarships: Commissioner Walker shared that she emailed Jeni Hegsted last week.

Mural Projects: Vice Chair Light stated that the subcommittee have not yet met formally and still in the early draft stage of developing a framework. The goal is to clarify the Commission's role and limitations, particularly regarding ownership and project management, using Tomlinson Sotherby's mural project as a reference. She expressed interest in working with Mr. Tymesen to ensure alignment with City guidelines. Mr. Tymesen emphasized the importance of practical considerations like graffiti-proof coatings and the need to maintain originality in public art. Discussion ensued on expanding the scope of the mural fund to include other forms of public art, such as temporary installations like construction fencing or utility wraps. Commissioner Light stated that the committee would continue refining the draft and present a formal application at the next meeting.

Budget: Chair Ryba inquired if the budget for the Coeur d'Alene Arts Awards has increased with Mr. Tymesen responding that the budget remains the same as the previous year, noting that the Commission is securing sponsorships. Chair Ryba stated that they are doing silent auction for the Arts Awards and sponsorships for the Arts and Humanities Month to help cover rising costs. Chair Ryba noted that some expenses, like piano rental, have gone up slightly.

Poet Laureate: Chair Ryba shared that she and Vice Chair Light met with Jennifer on June 4 and discussed her upcoming events. Chair Ryba shared Jennifer's schedule for summer and fall, highlighting her participation in several poetry-related events, including reading at Spokane City Council, appearing on Spokane Public Radio's "A Poetry Moment," and at the popular Nito Burrito open mic event. She was involved in the Art Spirit Gallery's exhibit "In Defiance of Silence" in June. Looking ahead, she's organizing poetry activities for Emerge's July 11th block party and a poetry event on August 8<sup>th</sup> at Mixed It Up. She will also be busy with CDA Arts and Humanities Month, including a Poet Laureate panel on October 16th and the CDA Arts Awards on October 22nd. In March 2026, she may join a panel at the Association of Writers and Writing Programs conference in Baltimore.

Guidelines Development: Chair Ryba stated that she is still working on finalizing the guidelines but hopes to present at the next meeting

CDA October Arts & Humanities Month: Chair Ryba stated that the subcommittee will meet early July. She mentioned about the proposal to create a dedicated website for October's Arts and Humanities Month to showcase event activities. The proposed cost was \$100 annually for a domain and template via WordPress. Discussion ensued about City affiliation and funding, as using public funds would require City oversight. Alternatives were discussed, including a landing page on the Arts and Culture Alliance website and creating a page at the existing webpage of the Arts Commission.

**ADJOURNMENT: MOTION:** Motion by Commissioner Benson, seconded by Commissioner Crabtree to adjourn the meeting. All in favor. **Motion carried.**

The meeting ended at 5:21 p.m.

Respectfully submitted by,

Jo Anne Mateski  
Executive Assistant