

**ARTS COMMISSION
MEETING MINUTES
October 24, 2023
City Hall, Conference Room #6**

Attendees: Chairman Mary Lee Ryba, Vice Chairman Jennifer Drake, Commissioner Abby Light, Commissioner John Bruning, Commissioner Alesa Momerak, Commissioner Lindsey Sichelstiel, Commissioner Kate Walker, Alternate Student Representative Henry DePew, City Administrator Troy Tymesen, Council Liaison Amy Evans.

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

CONFLICT OF INTEREST DECLARATION: There were none.

PUBLIC COMMENTS: Cheryl Metcalf said she would like to bring a proposal to the next meeting to discuss the “Red Hot Mommas” sculpture project.

APPROVAL OF MINUTES: MOTION: Motion by Commissioner Sichelstiel, seconded by Commissioner Momerak, to approve the September 12, 2023, minutes. **Motion carried.**

APPROVAL OF FINANCIAL REPORT: MOTION: Motion by Commissioner Light, seconded by Commissioner Momerak, to approve the September 2023, Financial Reports. **Motion carried.**

COMMISSIONER/STAFF COMMENTS: Ms. Badertscher introduced new Student Representative (Alternate) Henry DePew and noted Student Representative Adeline Smith would also be returning for another term on the Commission. Mr. Tymesen said the Mayor’s student representative turnout was substantial and Henry will be a great addition as an Arts Commissioner. Henry DePew introduced himself and said he was a senior at CDA Charter Academy, his passion was performing arts as he has been a percussionist since the second grade and plays with a Caramba group. Mr. Tymesen thanked Chairman Ryba, the Mayor’s Arts Awards Subcommittee members, and Councilmember Evans for a great awards event.

REVIEW AND APPROVAL OF COMMUNITY ARTS PROPOSAL FROM EMERGE: Executive Director Jeni Hegsted said she was looking to enter a partnership with the Arts Commission to expand youth art programming. She said she had submitted the partnership details and proposed budget for the Commission’s review. She said that Emerge was currently holding youth classes, however, they were at capacity without additional funding. She noted they had previously had a partnership with the Arts Commission to provide youth art classes, and there continues to be a need today. Chairman Ryba asked how many students would be able to attend the classes and at what cost per student. Ms. Hegsted said the partnership would allow for an expansion of the youth art classes to three (3) classes per week with additional classes during school vacation and the summer months. She said she would like to offer a Summer Arts Camp in the future. Funding would support supplies, instructors, and needed equipment. She said the cost per class would be in the \$75-\$160 range and was dependent on the type of class and supplies needed. Each class would hold between 8-10 students. Chairman Ryba asked for clarification on

the funding request as the proposal and budget included different amounts, with Ms. Hegsted clarifying the request was for \$25,000. Chairman Ryba asked where the classes are held, with Ms. Hegsted responding classes were held both upstairs and downstairs at their location and the entire space had been inspected and approved by the city. Council Liaison Evans noted approximately 50 students would be touched by the \$25,000. Mr. Tymesen noted that public funds must be maximized and suggested scholarships be used and asked what financial criteria was requested on the scholarship form Emerge used, with Ms. Hegsted responding they did not require financial information and that the application has an option to request a full or half scholarship. Vice Chairman Drake said Emerge could provide the City with monthly or quarterly reporting as needed. Mr. Tymesen said the Commission could not commit to a multi-year contract; however, they could work with Emerge to develop a partnership agreement or Memorandum of Understanding which would cover a portion of a student's scholarship. He said the cost to provide the classes should include instructor pay and supplies, and the Commission could not fund the purchase of equipment which would become Emerge's asset. Mr. Tymesen said tools needed for a class should be built into the cost of the class. Chairman Ryba asked what Emerge's long-term sustainability plan was to continue the classes at the end of the MOU, with Ms. Hegsted responding they would be looking at a long-term partnership with the Commission. Council Liaison Evans suggested a template be developed to provide to groups requesting assistance/funding which they could fill out before approaching the Commission. She said it would enable the Commission to have all the details and not spend as much time deliberating during the meeting. Ms. Hegsted mentioned Emerge was a small non-profit and it was their mission to provide arts programming for the community. She said there would always be a need for them to seek funding partners. Vice Chairman Drake mentioned that the Commission had lately been focused on the performing arts, and that youth education was lacking. She said the proposal would fill the gap. Mr. Tymesen suggested developing an agreement with Emerge which would list the number of students, cost per student, include the scholarship form as an exhibit, and quarterly billing.

MOTION: Motion by Commissioner Drake, seconded by Commissioner Light, to direct staff to develop a MOU with Emerge to provide youth art classes. **Motion carried.**

CANCELLATION OF THE DECEMBER 26, 2023 ARTS COMMISSION MEETING: Chairman Ryba mentioned the December meeting was scheduled for the day after Christmas and asked the Commissioner's if they would like to cancel the December meeting. All Commissioners agreed to cancel the December meeting.

RECOMMENDATION TO APPOINT MEMBERS TO THE ARTS COMMISSION: Vice Chairman Drake said she and Council Liaison Evans had met with Charlotte Doutriaux and Chuck Ethridge and recommended their appointment to the Commission. She said that Mr. Ethridge was the Director of Summer Theater and had been active in other arts organizations in the community. She said Ms. Doutriaux was a photographer and had been involved with various arts organizations.

MOTION: Motion by Commissioner Drake, seconded by Commissioner Walker, to recommend the appointment of Charlotte Doutriaux and Chuck Ethridge to the Arts Commission. **Motion carried.**

Ms. Badertscher noted Commissioner Momerak's term was ending next month and she would like to be reappointed to the Commission.

MOTION: Motion by Commissioner Light, seconded by Commissioner Walker, to recommend the reappointment of Alesa Momerak to the Arts Commission. **Motion carried.**

FUNDING REQUEST FROM ARTS & CULTURE ALLIANCE FOR THE BALANCE OWED ON THE RIVERSTONE SHADE STRUCTURE PROJECT: Arts & Culture Alliance Executive Director Ali Shute mentioned there was a balance remaining and owed to the contractor who had worked on the shade structure project. She mentioned the amount was due to unanticipated soil conditions which increased the construction costs of the post installation. She noted some of the concrete had been donated, yet the remaining project balance of \$9,017.62 was still due to Ginno Construction. She said the shade structure had transformed the space to a great professional venue. She requested the Commission fund the remaining balance of \$9,017.62. Vice Chairman Drake asked which art fund the money would come from, with Mr. Tymesen responding it would come out of the River District art fund. Commissioner Light noted there had been increased interest by other organizations in using the venue and the permit fee would be paid to the City.

MOTION: Motion by Commissioner Light, seconded by Commissioner Drake, to approve \$9,017.62 to the Arts & Culture Alliance to be used to pay the remaining construction costs to Ginno Construction for the Riverstone Shade Structure. **Motion carried.**

SUBCOMMITTEE UPDATES:

Mayor’s Awards in the Arts: Chairman Ryba said the event was a great success and thanked the subcommittee, performers, Councilmember Evans for hosting, Steve Shortridge for being the master of ceremony, as well as city staff for their help.

ArtCurrents: Chairman Ryba said the new pieces for the program had been installed and there was an updated map available if anyone would like to see them.

DTA Winter Lights Festival “Illuminate”: Vice Chairman Drake said the committee had a meeting scheduled on Friday. Commissioner Light said the Arts & Culture Alliance had been asked to place a call-to-artist for window light displays to be utilized by downtown businesses. She said the event kick-off is scheduled for Friday, January 26, and would run for 10 days.

Mural Projects: Commissioner Light mentioned the CDA Regional Chamber of Commerce was interested in a mural.

ADJOURNMENT: MOTION: Motion by Commissioner Light, seconded by Commissioner Momerak, to adjourn the meeting. **Motion carried.**

ADJOURNMENT: The meeting ended at 4:55 p.m.

Respectfully submitted by,

Sherrie Badertscher
Executive Assistant