

**MEETING NOTICE**  
**ARTS & CULTURE COMMISSION**  
**Tuesday, October 1, 2013**

NOTICE IS HEREBY GIVEN, that a regular meeting of the Arts & Culture Commission will be held in the Riverview Room at the Grand Rapids Area Public Library, 140 NE 2nd Street, Grand Rapids, Minnesota 55744 on Tuesday, October 1, 2013 at 3:15 p.m.

Agenda

1. Call to order
2. Public input
3. Approve minutes of the Special Meeting held on August 20<sup>th</sup> and Special Meeting on September 18th.
4. Old Business:  
Expanded discussion of the artists' space in Old Central School  
Expanded discussion of the GRACC cultural plan
5. Set agenda for next special meeting – Tuesday, October 22
6. Adjourn

CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
SPECIAL MEETING TUESDAY, AUGUST 20, 2013  
RIVERVIEW ROOM – GRAND RAPIDS AREA LIBRARY

**CALL TO ORDER:** Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Arts and Culture Commission was held in the Riverview Room at the Grand Rapids Area Library at 140 NE 2<sup>nd</sup> Street, Grand Rapids, Minnesota, on Tuesday, August 20, 2013, 2013 at 3:30 p.m.

**CALL OF ROLL:** On a Call of Roll, the following members were present: Carissa Grosland, David Marty, Karen Walker, Ashley Kolka, Kathy Dodge, and Todd Driscoll, Brian Carlson, Lois Bendix, and Lea Friesen.

Staff Present: Amy Dettmer, Rob Mattei and Michele Palkki

**CALL TO ORDER:** Pursuant to due notice and call thereof, the regular meeting of the Grand Rapids Arts and Culture Commission was called to order by Chairperson Dodge at 3:30 pm.

**Old Business**

- a) Arts and Culture Resource List. There were still some issues in being able to open the document. Commissioner Walker reported that you need to have a gmail account, once you have the account send this to her and she will give you access to make changes to the document.

**New Business**

- a) Discussed vacant space in Central School Proposal. Commissioner Dodge opened the discussion regarding the possibility of a local artist being able to set up a temporary studio in one of the vacant rooms at Central School at no cost. Commissioner Dodge introduced Rob Mattei, Community Development Director.

Mr. Mattei reported that right now the vacant space is 1 on the lower level (garden level), 1 on the first floor and 2 on the 2<sup>nd</sup> floor. The artist would need to agree that if the space is rented they would be given a minimum of 2 weeks to vacate the space.

A lengthy discussion was held regarding several questions as to how space will be determined, can more than one artist share the room, could there be sales, insurance liability, not competing with an artist already in Central School, length of time and etc. The Commission also stated they would like to know what the current tenants and merchants feel about this and get their feedback.

The consensus of the group is to set up a group of 3 commissioners to put together an agreement that would speak to the issues above and bring back to the Board at their next regular meeting on Tuesday, September 3, 2013 and then would go to the City, Community Development, for review.

**MOTION BY COMMISSIONER MARTY, SECOND BY COMMISSIONER DRISCOLL TO PUT TOGETHER A GROUP OF 3 COMMISSIONERS TO PUT TOGETHER AN AGREEMENT FOR THE VACANT SPACE AT CENTRAL SCHOOL. Motion passed by unanimous vote.**

After a discussion, the following volunteered Lois Bendix, Todd Driscoll and Ashley Kolka.

The next meeting will be held Tuesday, September 3, 2013 unless otherwise noticed.  
There being no further business, the meeting adjourned at 4:40 p.m.

Respectfully submitted: Michele Palkki, Administrative Assistant

CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
SPECIAL MEETING WEDNESDAY, SEPTEMBER 18, 2013  
YARN GALLERY

**CALL TO ORDER:** Pursuant to due notice and call thereof a special meeting of the Grand Rapids Arts and Culture Commission was held the Yarn Gallery at 403 NW 1<sup>st</sup> Avenue, Grand Rapids, Minnesota, on Wednesday, September 18, 2013, at 3:15 p.m.

**CALL OF ROLL:** On a Call of Roll, the following members were present: Carissa Grosland, David Marty, Karen Walker, Ashley Kolka, Kathy Dodge, Todd Driscoll, Brian Carlson, Lois Bendix. Lea Friesen arrived at 4:40 pm

Staff Present: Tom Pagel, Amy Dettmer, Rob Mattei and Michele Palkki

**CALL TO ORDER:** Pursuant to due notice and call thereof, the special meeting of the Grand Rapids Arts and Culture Commission was called to order by Chairperson Dodge at 3:15 pm.

**APPROVAL OF MINUTES: September 3, 2013.**

**Motion by Commissioner Bendix, second by commissioner Carlson to approve the minutes of the regular meeting on September 3, 2013 meeting as presented. Motion passed by unanimous vote.**

**Old Business**

- a) Proposal on Donated Space at Central School. Mr. Mattei gave a brief presentation of the Memo of Understanding between the Grand Rapids Arts and Culture Commission and the City of Grand Rapids for guest artists to occupy unused space at Central School at no charge.

**Motion by Commissioner Driscoll, second by commissioner Kolka to approve the Memo of Understanding for the use of unused space at Central School as presented. Motion passed by unanimous vote.**

Mr. Mattei will bring the Memo of Understanding to the <sup>an upcoming Council</sup> ~~the~~ Council Meeting for their approval. Once approved by the City Council the Commission can begin the process of filling the space with the artist(s). Mr. Mattei, Commissioner Kolka, and Commissioner Grosland will be meeting with the Tenants of Central School to let them know the intent of the guest artist occupying unused space. The Commission will approve the artist at an upcoming meeting.

- b) National Endowment For the Arts. Commissioner Marty reported that this particular fund no longer exists for arts specifically. Commissioner Marty handed out a list of resources the Commission may want to use, including but not limited to having someone come and talk with the Commission. After further discussion the Commission decided to order a Community Cultural Planning Work Kit. Mr. Pagel directed staff to order the kit, this will be paid out of the Administration budget.
- c) Arts and Culture Resource List. A compiled list was included in the Agenda Packet; as we went through the names and/or organizations, there were some changes and additions. Ms. Palkki is keeping a working copy of this document, if Commissioners have any additions they would like to make they need to email them to Ms. Palkki. The list will be emailed to Commissioners as changes come in.

Commissioner Friesen arrived at 4:40 pm

Commissioner Friesen and Kolka are working on a list of artists, along with details about each artist. Commissioner Friesen reported that they could bring this list back at the next regular meeting for discussion.

It is hoped that the artist(s) could be set up to as early as November 1<sup>st</sup>.

There was some discussion regarding having another special meeting in mid-October to finalize plans and have the artist in place. It was also discussed that the kit that is being ordered could be on the agenda for discussion and planning.

The next regular meeting will be held Tuesday, October 1, 2013 unless otherwise noticed.

A Special Meeting has been scheduled for Tuesday, October 22, 2013 unless otherwise noticed.

There being no further business, the meeting adjourned at 4:50 p.m.

Respectfully submitted: Michele Palkki, Administrative Assistant