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**MEETING NOTICE**  
**ARTS & CULTURE COMMISSION**  
**TUESDAY, September 3, 2013 – 3:15 PM**

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 Library, 140 NE 2nd Street, Grand Rapids, Minnesota 55744 on Tuesday, September 3, 2013 at 3:15 p.m.

Agenda

1. Call to order
2. Approve minutes of the previous meeting held on August 6 and August 20
3. Old Business:
  - Approve proposal for use of donated space in Old Central School
  - Review resources available through National Endowment for the Arts
  - Review list of cultural organizations, entities and institutions
  - Continue with development of a community cultural plan
4. Set agenda for next meeting
5. Adjourn

CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
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 6, 2013, 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, and Todd Driscoll., Brian Carlson. Absent: Lois Bendix, Lea Freisen.

Others present: Ed Zabinski, Kimberly Johnson-Gibeau

**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 3:15 pm.

**SETTING OF REGULAR AGENDA:**

**APPROVAL OF MINUTES: June 25, 2013 regular meeting**

**MOTION BY COMMISSIONER MARTY, SECOND BY COMMISSIONER GROSLAND TO APPROVE THE MINUTES OF THE JUNE 25, 2013 AS PRESENTED. Motion passed by unanimous vote.**

Community Marketing Task Force (CMT) – Alie McInerney

Ms. McInerney presented background information on CMT, specifically noting core funders, function, purpose and current and future project updates. Ms. McInerney will keep the Commission informed of projects in the future and ways to collaborate with the Commission on further arts in the Grand Rapids community.

**Old Business**

- a) Approval of By-Laws: Corrections are needed. Article numbering is incorrect. Discussed in detail Article VI pertaining to member attendance at meetings. Consensus is to maintain as written.

**MOTION BY COMMISSIONER WALKER, SECOND BY COMMISSIONER DRISCOLL TO APPROVE THE BY-LAWS WITH CORRECTIONARTICLE NUMBERS. Motion passed by unanimous vote.**

Brian Carlson arrived at 4:55 p.m.

- b) Ed Zabinski presented results of Action Plan Topics survey presented to Commission via survey monkey. Reviewed and discussed results, narrowing down top priorities. Mr. Zabinski will compile information from this meeting and present to Commission at next meeting. Commissioner Marty will review cultural plans from other communities and bring back to the next meeting for discussion. Each Commission member will develop lists of cultural and arts resources with contact information. Lists will be sent to Michele for compilation or submitted through google docs spreadsheet and placed in packet for next meeting.

David Marty departed at 4:37 p.m.

## **New Business**

- a) Discussed authorization process for spontaneous community art. Currently, there is no policy in place requiring individuals to get authorization for displaying art around the community, with the exception of seeking permission from property owners. Currently, authorization for City owned property can be obtained from the City Administrator, or in his absence, the Facilities Maintenance Manager.

The next meeting will be held Tuesday, September 3, 2013 unless otherwise noticed.

There being no further business, the meeting adjourned at 4:45 p.m.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk

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 Freisen.

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