

City of St. Helens
Arts and Cultural Commission

265 Strand St
St. Helens OR 97051

Meeting Agenda

May 24, 2016 at 6:30 P.M.

Call Meeting to Order
Visitors Address the Commission
Revisions to the Agenda
Approval of the Minutes
Fiscal Report

Start	End	Time	Items	Speaker
6:40 PM	6:50 PM	0:10	Halloween town 2016: Mask workshop	ACC
6:50 PM	7:15 PM	0:25	Kickstarter Campaign: Update	ACC
7:15 PM	7:30 PM	0:15	Trashcan painting competition: Materials to gather	ACC
7:30 PM	7:35 PM	0:05	Community news	ACC
		7:35:00 PM	Adjournment	

Next Meeting: June 28, 2016 at 6:30 PM

Parking Lot:
Mural Project

The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6262 in advance of the meeting.

Be a part of the vision...get involved with your City...volunteer for a City of St. Helens Board or Commission!
For more information or for an application, stop by City Hall or call 503-366-8217.

City of St. Helens
Arts & Cultural Commission
Minutes from Tuesday April 26, 2016
City Council Chambers

Members Present

Rosemary Imhof , Vice Chair
Diane Dillard
Diane Dunn
Kannikar Petersen

Members Absent

Kevin Chavez, Chair

Guests

Heather Clark
Liz Yamin

Councilors in Attendance

Susan Conn

Staff Present

Jennifer Johnson, Secretary
Margaret Jeffries, Library Director
Jenny Dimsho, Assistant Planner
Anya Moucha, Mainstreet

OR

CALL MEETING TO ORDER

Vice Chair Imhof called the meeting to order at 6:30 p.m.

VISITORS

Heather Clark and Liz Yamin would like to be more involved with the City. They are interested in working with the Arts and Cultural Commission. They are interested in arts and crafts workshops for kids and murals that kids can be a part of.

MARCH MINUTES

There was no quorum at the March meeting.

BUDGET

E-mail Motion: Commissioner Petersen moved to approve the proposed FY 2016-17 budget as presented. Vice Chair Imhof seconded. All in favor; none opposed; motion carries.

E-mail Motion: Commissioner Dunn moved to approve the Community Art Project "Celebrating Spring and Salmon". Commissioner Petersen seconded. All in favor; none opposed; motion carries.

FISCAL REPORT

The Commission reviewed the fiscal report.

BIKE RACKS

Vice Chair Imhof met with City Planner Jacob Grachien regarding bike rack locations. Current location suggestions are Top Notch, IGA, and the JC Penny building. Imhoff has received no response from JC Penny. Commissioner Petersen discussed the bike rack locations. She would like the bike racks to be more of an "art piece" with high visibility more than a functioning bike rack. Commissioner Petersen suggested Chase Bank as a location. The current bike rack is very visible.

KICKSTARTER-GATEWAY SCULPTURE PROJECT PHASE II

Assistant Planner Jenny Dimsho shared the video for the kickstarter campaign. Commissioner Petersen suggested cutting the length of the video by half. The current video is four minutes long. She would like the full version to be shown elsewhere. Everyone loved the video. The website was revamped and shown to the Commission.

TRASHCAN PAINTING

Commissioner Petersen discussed the award categories for this year's competition. The Commission would like to add a kids category. They are hoping to get more kids involved. The Commission decided on three award categories. Youth, Halloween theme, and most artistic merit will be the three categories.

SALMON FISH WORKSHOP

Commissioner Dunn said she had an excellent turnout. It was a great community building event. The total project cost was \$200.

HALLOWEEN MASK MAKING

Vice Chair Imhof proposed to do a workshop on October 8th. The workshop would be for children age 4 and up as well as adults. Paper plate masks or plaster masks for teens up to adults. Commissioner Petersen suggested working with Tina Curry for scheduling the workshop.

VACANCY

Susie Patterson and Nancy Bowers have resigned from the Commission.

COMMUNITY NEWS

In the month of May, Luanne Kreutzer will have art on display as part of a quarterly art show at the Library.

ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

NEXT MEETING

The next is scheduled for Tuesday, May 24, 2016 at 6:30 p.m.

✍

Submitted by:

Jennifer Johnson
Accounting Assistant

Present=P Absent=A

Date	Dunn	Petersen	Dillard	Bowers	Imhof	Chavez	Patterson
January 26, 2016	P	P	A	P	P	P	P
February 23, 2016	P	A	A	P	P	A	P
March – no quorum							
April	P	P	P	A	P	A	A

City of St. Helens
Arts and Cultural Commission
Monthly Income Statement Report FY 15-16

	Fiscal Year 2014-15						Fiscal Year 2015-16			
	Actual 6/30/13	Actual 6/30/14	Budget	Amended Budget	Audited 06/30/15	% of Amded Budget	Budget	Amended Budget	Actual 5/24/16	% of Amded Budget
Revenues										
Public Improvement Fees	4,220	6,360	1,380	1,380	60	4%	-	-	-	0%
Grants	-	1,125	-	-	1,500	0%	-	-	-	0%
Grants - Tourism	-	2,000	-	-	-	0%	-	5,000	5,000	0%
Contributions	11,254	18,672	5,000	5,000	2,305	46%	1,000	1,000	260	26%
Total Revenues	15,474	28,157	6,380	6,380	3,865	61%	1,000	6,000	5,260	526%
Expenditures										
Administration and marketing	464	1,090	500	500	312	62%	500	500	120	24%
Projects										
Gallery Corridor Banners	154	3,550	10,000	10,000	6,917	69%	6,000	6,000	-	0%
Bike Rack Projects *	1,000	464	1,000	1,000	201	20%	1,500	1,500	-	0%
Summer Arts in the Park	806	740	1,000	1,000	603	60%	1,500	1,500	881	59%
Gateway Project - Phase 1	2,248	27,923	48,550	22,332	18,653	84%	2,000	2,000	2,660	133%
Maintenance of public art	525	328	750	750	50	7%	750	750	-	0%
Free art & crafts workshop	1,154	-	1,250	1,250	425	34%	1,250	1,250	-	0%
Spirit of halloweentown			500	500	-	0%	500	500	225	45%
Mural Project					300		5,000	5,000	-	0%
Before I Die Project					754		-	-	-	0%
Contingency*	-	-	5,000	5,000	-	0%	3,000	3,000	1,000	33%
Total Expenditures	6,351	34,095	68,550	42,332	28,215	67%	22,000	22,000	4,886	22%
Net income/(expense)	9,123	(5,939)	(62,170)	(35,952)	(24,350)	68%	(21,000)	(16,000)	374	-2%
Beginning Fund Balance	40,250	49,373	69,653	43,435	43,435		21,844	19,085	19,085	
Ending Fund Balance	49,373	43,435	7,483	7,483	19,085		844	3,085	19,458	

City of St. Helens
Arts and Cultural Commission
Expenditure Detail FY 14-15 & FY 15-16

Date	Budget Category	Vendor Name	Check #	Amount
Fiscal Year 2014-15				28,214.82
Gallery Corridor Banners (009-201-558104)				6,916.92
09/26/14		Angelina Marino	108860	810.00
09/26/14		Kannikar Petersen	108862	106.92
10/17/14		Semling Construction Inc.	109091	1,500.00
10/23/14		Pacific Stainless Products	109172	4,500.00
Spirit of halloweentown (009-201-558112)				-
				-
Summer arts in the park (009-201-558105)				602.67
07/24/14		Kannikar Petersen	108155	62.05
07/11/14		Kannikar Petersen	108049	140.62
07/11/14		Suzanne Norman	108037	200.00
07/11/14		Brigid Cassidy	108024	200.00
Maintenance of public art (009-201-558107)				50.34
08/22/14		Bankcard Center	108477	50.34
Administration & Marketing (009-201-558108)				312.25
6/5/2015		Country Media Inc.	111398	80.16
6/5/2015		Community Newspapers	111396	80.62
08/01/14		Petty Cash - Fair	108214	60.00
12/12/14		Bemis Printing	109569	37.00
01/06/15		Postage Christmas Cards		24.48
02/20/15		Kannikar Petersen	110502	29.99
Bike Rack Projects (009-201-558109)				201.36
08/22/14		Bankcard Services	108477	201.36
Free Arts & Crafts Workshops (009-201-558110)				424.56
5/15/2015		Best Western	111211	358.56
5/15/2015		Luanne Kreutzer	111241	66.00
Gateway Project Phase 1 (009-201-652000)				18,653.09
07/24/14		Carson Testing Inc.	108116	668.75
08/01/14		Suzanne Lee	108234	3,660.00
08/22/14		Metalcraft Fabricaiton	108513	125.00
09/19/14		Don's Rental	108773	132.35
09/19/14		Pacific Industrial Services	108793	4,375.00
10/03/14		Dockside Steak and Pasta	108812	1,427.00
10/03/14		Luanne Kreutzer	108943	29.99
10/10/14		Brown Butter Bakery	108960	75.00
11/07/14		Pacific Industrial Services	109292	4,375.00
11/14/14		John P. Vardanega	109369	900.00
12/04/14		Eleek Inc.	109545	185.00
02/20/15		Vilardi Electric	110513	720.00
02/20/15		Suzanne Lee	112426	1,980.00
Mural Project (009-201-558114)				300.00
4/10/2015		Antonia Doggett	110959	300.00
Before I Die project (009-201-558115)				753.63
06/30/15		SHEDCO		753.63

City of St. Helens
Arts and Cultural Commission
Expenditure Detail FY 14-15 & FY 15-16

Date	Budget Category	Vendor Name	Check #	Amount
Fiscal Year 2015-16				3,886.42
Gallery Corridor Banners (009-201-558104)				-
Spirit of halloweentown (009-201-558112)				225.00
10/23/15	Pumpkin Carving Winner	Michael Stachowiak	112727	100.00
11/06/15	Pumpkin Carving Winner	Shelly Mahar	112840	50.00
11/06/15	Pumpkin Carving Winner	Col. Co. City Slickers	112840	75.00
				-
Summer arts in the park (009-201-558105)				881.34
07/10/15		B. Cassidy	111756	100.00
07/10/15		L. Kreutzer	111773	322.29
07/10/15		S. Norman	111781	200.00
07/10/15		SHEDCO	111791	200.00
07/24/15		K. Petersen	111899	59.05
				-
				-
Maintenance of public art (009-201-558107)				-
				-
Administration & Marketing (009-201-558108)				120.00
8/7/2015	Fair Awards	Petty Cash	112039	60.00
12/17/2015	Bemis Printing		113216	60.00
Bike Rack Projects (009-201-558109)				-
				-
Free Arts & Crafts Workshops (009-201-558110)				-
Gateway Project Phase 2 (009-201-652000)				2,660.08
09/25/15		Country Media	112412	73.68
01/22/16		Rhiza A+D	113515	2,000.00
01/22/16		Ampersan	113474	500.00
03/18/16		Square Space Web Hosting	113952	86.40
Mural Project (009-201-558114)				-