

City of St. Helens

Arts and Cultural Commission

265 Strand St
St. Helens OR 97051

Meeting Agenda

August 25, 2015 at 6:00 P.M.

Call Meeting to Order

Visitors Address the Commission

Revisions to the Agenda

Approval of the Minutes

Fiscal Report

Set the first Start time and the time allotted for each item

Start	End	Time	Items	Speaker
6:10 PM	6:30 PM	0:20	Gateway Project Phase II	ACC
6:30 PM	6:40 PM	0:10	Grant and Fundraising Opportunities: CCCC Grant 2016	ACC
6:40 PM	6:50 PM	0:10	ACC Applicants- Recommendation	ACC
6:50 PM	6:55 PM	0:05	Community News	ACC
	6:55 PM		Adjournment	
Total		0.55		

Next Meeting: September 22, 2015 at 6:00 PM

Parking Lot:

Bench Repair

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 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	Actual 06/30/15	% of Amded Budget	Budget	Amended Budget	Actual 08/21/15	% 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	-	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	260	26%
Expenditures										
Administration and marketing	464	1,090	500	500	312	62%	500	500	60	12%
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	16,673	75%	2,000	2,000	-	0%
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	-	0%
Mural Project					300		5,000	5,000	-	0%
Before I Die Project					754		-	-	-	0%
Contingency*	-	-	5,000	5,000	-	0%	3,000	3,000	-	0%
Total Expenditures	6,351	34,095	68,550	42,332	26,235	62%	22,000	22,000	941	4%
Net income/(expense)	9,123	(5,939)	(62,170)	(35,952)	(22,370)	62%	(21,000)	(16,000)	(681)	4%
Beginning Fund Balance	40,250	49,373	69,653	43,435	43,435		21,844	21,065	844	
Ending Fund Balance	49,373	43,435	7,483	7,483	21,065		844	5,065	163	

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				25,181.19
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)				16,673.09
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
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				941.34
Gallery Corridor Banners (009-201-558104)				-
				-
Spirit of halloweentown (009-201-558112)				-
				-
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)				60.00
8/7/2015	Fair Awards	Petty Cash	112039	60.00
Bike Rack Projects (009-201-558109)				-
				-
Free Arts & Crafts Workshops (009-201-558110)				-
				-
Gateway Project Phase 1 (009-201-652000)				-
				-
Mural Project (009-201-558114)				-
				-

Arts & Cultural Commission

Minutes from Tuesday July 28, 2015

City Council Chambers

Members Present

Kannikar Petersen
Diane Dillard, Vice Chair
Rosemary Imhof
Joan Youngberg
Kevin Chavez, Chair
Luanne Kreutzer

Members Absent

None

Guests

Mary Rose

Councilors in Attendance

Susan Conn

Staff Present

Jennifer Johnson, Secretary
Margaret Jeffries, Library Director

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CALL MEETING TO ORDER

Vice Chair Dillard called the meeting to order at 6:03 p.m.

VISITORS

Mary Rose thanked the Commission for the opportunity to submit her proposal for the Gateway Project Phase II.

APPROVAL OF MINUTES FOR JUNE 30, 2015

Motion: Vice Chair Dillard moved to approve the minutes for June 30, 2015. Commissioner Petersen seconded. All in favor; none opposed; motion carries.

FISCAL REPORT

The Commission reviewed the fiscal report. There was a question about the sponsorship from Dillard's Moorage. Johnson will look into it.

GRANT AND FUNDRAISING

Commissioner Petersen said with the mural project not yet confirmed there is no project information to submit a grant request.

The Commission would like to enlist the help of Jennifer Dimsho in applying for the grant for the Gateway Project Phase II.

TRASH CAN PAINTING COMPETITION

The competition was a success with seventeen cans painted. Most of the participants were walk-ins. The Commission received a feedback letter. Suggestions included prizes for runner ups, and acknowledgement for all participants. Another suggestion was to have a youth category.

Jeffries suggested going around to the parks and switching out unpainted cans with painted cans to get a better idea on how many unpainted cans are remaining. Cans that are old and worn will be recycled. Logos of sponsored cans have been added by Petersen. Anti-graffiti paint will be applied to all the cans.

Dillard, Imhof and Kreutzer will send thank you notes to everyone who participated.

FAIR AWARDS

Imhof and Kreutzer judged the art at the fair for the Arts and Cultural special awards. Kreutzer shared photos of the winner's art. Kreutzer added colorful painted paper and the Arts and Cultural Commission name to ribbons she picked up for minimal cost. Winners received \$15 prize money each. Next year the Commission will be recognized in the fair book for the special awards given.

Motion: Commissioner Kreutzer moved to participate in the Columbia County Fair by providing four prizes for art categories every year. Commissioner Imhof seconded. All in favor; none opposed; motion carries.

MURAL PROJECT

Commissioner Petersen said the mural project was denied by the Postmaster. A request of extension for the grant is needed there is a one year deadline.

Motion: Vice Chair Dillard moved to ask for an extension on the grant and personally meet with the Portland Postmaster. Commissioner Kreutzer seconded. All in favor; none opposed; motion carries.

SPIRIT OF HALLOWEENTOWN

Dillard suggested Tina Curry share her plans and how the Commission would fit in. The Commission discussed a carved pumpkin contest.

ARTS AND EATS

Petersen said she was approached by Councilor Keith Locke. He would like to bring back Arts and Eats in 2016. Petersen would like to be supportive with the art piece of the event. Dillard suggested partnering with the Chamber of Commerce and SHEDCO. Jeffries suggested building off an existing event instead. The Commission briefly discussed adding an event to the end of the Kiwanians Parade.

GATEWAY PROJECT PHASE II REVIEW OF SUBMISSIONS

The Commission received a total of seven submissions with five meeting the guidelines. The Commission reviewed the evaluation criteria. They reviewed each submission on the overhead projector.

The submissions were graded on a point system.

- Mary Paige Rose – 332 pts.
- Wilson & Arsen Studio – 424 pts.
- Rastovich – 447 pts.
- Marion-Heidel Studios – 512 pts.
- Rhiza A & D - 560 pts.

Rhiza A & D was chosen. They will be invited to attend the public hearing. There was a discussion about inviting Marion-Heidel Studios as well.

Chavez and Youngberg were in favor of inviting Marion-Heidel Studios; Petersen, Dillard, Kreutzer, and Imhof were opposed to inviting them.

Rhiza A & D will be the only submission invited to the public hearing that will be scheduled on September 22, 2015 at 5:30 p.m.

APPLICATION FOR VANANCY

A subcommittee will interview the one applicant. Youngberg and Kreutzer's terms expire in September and will not be renewing their terms.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

NEXT MEETING

The next meeting is scheduled for Tuesday, August 25, 2015 at 6 p.m.

CR

Submitted by:

Jennifer Johnson
Utility Billing Specialist

Present=P Absent=A

Date	Kreutzer	Petersen	Dillard	Youngberg	Imhof	Chavez	Vac
June 30, 2015	A	P	P	P	P	P	-
July 28, 2015	P	P	P	P	P	P	-