

City of St. Helens

Arts and Cultural Commission

265 Strand St
St. Helens OR 97051

Meeting Agenda

July 28, 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	7:10 PM	1:00	Gateway Project Phase II - Review Submissions	ACC
7:10 PM	7:20 PM	0:10	Grant and Fundraising Opportunities: Review	ACC
7:20 PM	7:30 PM	0:10	Trashcan Painting Competition: Anti-graffiti / Thank you	ACC
7:30 PM	7:35 PM	0:05	Community News	ACC
	7:35 PM		Adjournment	
Total		1.35		

Next Meeting: August 25, 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 07/24/15	% 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	-	0%
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	881	4%
Net income/(expense)	9,123	(5,939)	(62,170)	(35,952)	(22,370)	62%	(21,000)	(16,000)	(621)	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	223	

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
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Expenditure Detail FY 14-15 & FY 15-16

Date	Budget Category	Vendor Name	Check #	Amount
Fiscal Year 2015-16				881.34
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)				-
				-
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 June 30, 2015

City Council Chambers

Members Present

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

Members Absent

Luanne Kreutzer

Guests

Al Petersen

Councilors in Attendance

Susan Conn

Staff Present

Jennifer Johnson, Secretary
Margaret Jeffries, Library Director
John Walsh, City Administrator

CALL MEETING TO ORDER

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

VISITORS

There were no comments.

APPROVAL OF MINUTES FOR APRIL 2, 2015 AND JUNE 9, 2015

Motion: Commissioner Petersen moved to approve the minutes for April 2, 2015 and June 9, 2015. Commissioner Youngberg seconded. All in favor; none opposed; motion carries.

FISCAL REPORT

The Commission reviewed the fiscal report. SHEDCO submitted their reimbursement request for the Before I Die Wall for \$753.63.

Motion: Commissioner Petersen moved to approve the payment to SHEDCO in the amount of \$753.63 for the Before I Die Wall. Commissioner Imhof seconded. All in favor; none opposed; motion carries.

Secretary Johnson will follow up with Finance Director Ellis regarding the \$1000 contribution from Cascades.

TRASH CAN PAINTING COMPETITION

The Commission discussed the set up time for the competition. They will meeting at 8 a.m. Twelve tables will be set up on the south side of the pavilion and reserved for the competition.

MURAL PROJECT

Petersen said City Administrator John Walsh is going to talk with the district manager of the Post Office. The request was denied via email to paint the mural on the Post Office. The Commission would like an explanation of their concerns.

Walsh’s impression from the Post Office was a concern with cars damaging the mural while trying to park. The building is scuffed on a repeated basis. The Commission mentioned their discussion on providing wheel stops for prevention of scuffs.

BENCH REPAIR

The Commission discussed repairing the Goodtime Bench on Columbia Blvd. The top of the back rest has some wood rot. Robert Tidwell will be contacted for a quote.

GRANT

Councilor Conn forwarded information to the Commission on a grant possibility. A requirement for the grant is project completion in one year. The amount of the grant is \$1000 to \$5000. The Commission would need to partner with Columbia County Museum or another 501(C)(3) to meet 501(C)(3) requirements. Petersen will look into it.

BANNER PROJECT

Petersen shared the original RFP. Artists selected would receive \$1000 and one aluminum panel to paint both sides. The Commission briefly discussed possible locations for the banners.

ADJOURNMENT

The meeting was adjourned at 7 p.m.

NEXT MEETING

The next meeting is scheduled for Tuesday July 28, 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	-