



## **MEMORANDUM**

**TO:** Arts and Culture Commission  
**FROM:** Maegin Elshaug, Planning Coordinator  
**DATE:** October 11, 2019  
**RE:** Arts and Culture Commission Meeting

The next meeting of the Arts and Culture Commission will be held on October 16 at 5:00 p.m. in the Commission Chambers, City Hall. If you are not able to attend, please contact staff at 701.241.1474 or [planning@FargoND.gov](mailto:planning@FargoND.gov). Thank you.

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**ARTS AND CULTURE COMMISSION**  
**Wednesday, October 16, 2019 5:00 p.m.**  
**Commission Chambers**  
**AGENDA**

- |   |             |
|---|-------------|
| 1. Approve Order of Agenda                            | Action Item |
| 2. Approval of Minutes – August 21                    | Action Item |
| 3. Performance by Merrill Piepkorn                    |             |
| 4. Creative Placemaking Summit Summary                |             |
| 5. Capital Project Update                             |             |
| 6. Introduction to ACC's 2020 Workplan                |             |
| 7. Workplan   |             |
| a. Commissioner reports                               |             |
| b. Staff reports                                      |             |
| 8. Other Business or Public Comments                  |             |
| a. Next Regularly Scheduled Meeting November 20, 2019 |             |

Arts and Culture Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on [www.FargoND.gov/streaming](http://www.FargoND.gov/streaming). They are rebroadcast each Saturday at 4:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at [www.FargoND.gov/artsandculture](http://www.FargoND.gov/artsandculture).

## **ARTS AND CULTURE COMMISSION MINUTES**

**Regular Meeting:**

**Wednesday, August 21, 2019**

The Regular Meeting of the Arts and Culture Commission of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 5:00 p.m., Wednesday, August 21, 2019.

The Arts and Culture Commissioners present or absent were as follows:

Present: Arlette Preston, Deb Williams, Jon Offutt, Tracy Walvatne, Mark Johnson, Denese Odegaard, Joe Williams

Absent: Denise Kolpack, Tracy Jordre

Chair D. Williams called the meeting to order and welcomed Members to the meeting.

**Item 1: Order of Agenda**

Member Walvatne moved to approve the Order of Agenda. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

**Item 2: Minutes: Regular Meeting of June 19, 2019**

Member Walvatne moved the Minutes of the June 19, 2019 Arts and Culture Commission meeting be approved. Second by Member Odegaard. All Members present voted aye and the motion was declared carried.

**Item 3: Performance by Gasper's School of Dance**

Lacey Gasper, Director of Design for FMBallet, introduced a solo performance by Dillon Johnson, a member for the FMBallet Company. Ms. Gasper provided a brief update of current happenings and explained auditions for the 2019-2020 FMBallet Company and Second Company will be held on Wednesday, August 28.

**Item 4: Restructured Proposal for Fall Grant Round Call to Artists: Public Art Projects**

Chair D. Williams introduced the restructured grant proposal form and requested feedback on the updated document before the upcoming fall grant round. All Members present offered suggestions to improve the document, including the following comments:

- Addition of the mission and vision statements from the Public Arts Master Plan
- Addition of a rubric for measuring success of an installation
- Improved online accessibility and auto-fill capabilities of the document
- A discussion of age restriction/requirements
- Addition of non-discriminatory language
- Revision to encourage all applicants to attend an information session

Member Preston moved to approve the document with the discussed revisions. Second by Member Odegaard. All Members present voted aye and the motion was declared carried.

**Item 5: Public Art Survey Results**

Member Preston summarized the results of the Public Art Survey conducted by Folkways on behalf of the Arts and Culture Commission. The intent of the survey was to increase public input on future public art installations. The survey addresses the type of art, materials, and placement of public art for the future. Members Odegaard and Offutt suggested sharing the results of the survey with the community through the Arts and Culture Commission webpage.

**Item 6: Workplan**

Member Preston introduced the work being done by the evaluation subcommittee and remarked that public art was the #3 priority in the Go2030 Comprehensive Plan. Member Odegaard discussed the possibility of evaluating success of public art through quantitative and qualitative measures. Member Offutt shared the idea of a local arts weekend to boost tourism. Member Johnson reported on efforts to engage public and private developers, including the Fargo Parks District. Member J. Williams discussed a framework for a communications plan. Member Walvatne discussed funding and referred to the Public Arts Master Plan.

**Item 7: 2020 Budget**

Planning and Development Director Nicole Crutchfield reported that the 2020 budget has been proposed, but has not yet been approved by the City Commission. A public hearing on the budget will take place at the September 9 City Commission meeting. Chair D. Williams encouraged Members to attend the meeting to support public art funding.

**Item 8: 2019 ACC Budget Update**

Planning Coordinator Maegin Elshaug gave an update on the 2019 Arts and Culture Commission budget.

**Item 9: Creative Placemaking Leadership Summit**

Chair D. Williams announced the opportunity for Members to attend the Creative Placemaking Leadership Summit in Cincinnati, Ohio in October.

**Item 10: Other Business or Public Comment**

No public comments were made at this meeting.

**10a. Next regularly Scheduled Meeting September 18, 2019**

The time at adjournment was 6:23 p.m.

## MEMORANDUM

**TO:** Arts and Culture Commission

**FROM:** Maegin Elshaug, Planning Coordinator

**DATE:** October 11, 2019

**RE:** Meeting Report

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### **Item 4. Creative Placemaking Summit Summary**

Chair Deb Williams and Member Tracy Jordre will report on the recent Creative Placemaking Summit they attended in Cincinnati, OH.

### **Item 5. Capital Project Update**

Chair Deb Williams will provide an update on the progress of the Capital Project.

### **Item 6. Introduction of the ACC's 2020 Workplan**

Chair Deb Williams will begin discussion of the Arts and Culture Commission's 2020 workplan.

### **Item 7b. Workplan – Commissioner reports**

Member Odegaard will present information on Evaluation. See attachment.

## ARTS AND CULTURE COMMISSION EVENTS EVALUATION

This could be a Google form so that we can keep track of and compare one event to another/grantee self-eval and ACC evaluate.

Name of the event \_\_\_\_\_

Amount of grant request \_\_\_\_\_

Amount of in-kind donation \_\_\_\_\_

Name of requesters \_\_\_\_\_

**150 word max description of event:**

	3	2	1
Criteria	Highest Score	Medium Score	Lowest Score
<b>Innovation</b>	Innovative and/or is different from what has been done elsewhere or involves taking great risk artistically.	Some evidence of innovation.	Little or no evidence of innovation.
<b>Leading the Field</b>	Exceptional interest in and respect for this event from colleagues around the community.  Taking a lead in the field.	Some interest or respect from colleagues in the community.	Little or no interest or respect from colleagues in the community.
<b>Artistic Excellence</b>	Exceptional elements of artistic excellence resulting in a world-class event.	Some evidence of artistic excellence.	Little or no evidence of artistic excellence.

<b>Public Relations</b>	Exceptional marketing and public relations that attracted regional attention to the event.	Some marketing and public relations that attracted regional attention to the event.	Little or no marketing and public relations that attracted regional attention to the event.
<b>Marketing</b>	Total attendance matches projected attendance.	Actual attendance falls short of projected attendance.	Little or no attendance matching projected attendance.
<b>Tourist Attraction</b>	Evidence of attendees from outside the metro area.	Some attendees from outside the metro area.	N/A - no points added to total points.
<b>Educational Outreach</b>	Exceptional reach to a broad spectrum of the community and high quality educational outreach.	Some reach to a broad spectrum of the community and high quality education evident.	Little or no reach to a broad spectrum of the community and high quality education evident.
<b>Budget</b>	Completed within budget.	Some budget variance.	Extreme budget variance.

**8 criteria times 3 = 24 points total**

\_\_\_ pts to \_\_\_ points we would fund again

**Office:**

Staff time and cost built into - press releases, permits, engineering overview, approval from other departments.

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# ARTS AND CULTURE COMMISSION VISUAL ART INSTALLATION EVALUATION

Submission by \_\_\_\_\_

Name of Evaluator \_\_\_\_\_

Date: \_\_\_\_\_

Criteria	3 Highest	2 Medium	1 Lowest
<b>Aesthetic Quality</b> Relating to beauty or to the study of the principles of beauty,			
<b>Elements of Design</b> Multiple elements for the art form are evident.			
<b>External Factors</b> <b>FILL IN</b>			
<b>Fabrication</b> <b>Fill in - is this about materials used?</b>			

<b>Cultural Geography</b> Incorporates cultural and historical aspect.			
<b>Consistent with the Master Art Plan Goals</b>			
<b>Creative Innovative Thinking Originality</b>			
<b>Maintenance</b> Matches the projected maintenance plan- frequency and costs.			