



## **MEMORANDUM**

**TO:** Arts and Culture Commission

**FROM:** Kylie Bagley, Assistant Planner  
Brittany Rakowitz, Assistant Planner

**DATE:** November 14, 2018

**RE:** Arts and Culture Commission Meeting

The next meeting of the Arts and Culture Commission will be held on November 14 at 5:00 p.m. in the City Commission Room, 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, November 14, 2018 5:00 p.m.**  
**City Commission Room**  
**AGENDA**

1. Approve Order of Agenda
2. Approval of Minutes – October 17, 2018
3. Christine Jaeger- Creative Plains
4. Election of Officers
5. Strategic Planning Workshop Report
6. Budget
  - a. Allocation
  - b. Re-granting Program
7. Hayes Restoration Update
8. Art Proposal and Criteria for Projects
9. Brochure/ Leave Behind
10. Work Plan
11. Performing Arts Center/ Civic Plaza
12. Other Business or Public Comments
  - a. Next Regularly Scheduled Meeting December 19, 2018

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, October 17, 2018**

The Regular Meeting of the Arts and Culture Commission of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 5:00 p.m., Wednesday, October 17, 2018.

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

Present: Arlette Preston, Jon Offutt, Tracy Walvatne, Denise Kolpack, Denese Odegard, Tracy Jordre, Joe Williams

Absent: Deb Williams, Mark Johnson

Chair Preston called the meeting to order and welcomed Members to the meeting.

**Item 1: Order of Agenda**

Member Offutt moved to approve the order of agenda. Second by Member Kolpack. All Members present voted aye and the motion was declared carried.

**Item 2: Minutes: Regular Meeting of August 18, 2018**

Member Walvatne moved the minutes of the October 10, 2018 Arts and Culture Commission meeting be approved. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

**Item 3: The Arts Partnership Regranting Request**

Dayna with The Arts Partnership presents on the regranting request for The Arts Partnership. Chair Preston informs the commission that the City has a history of regranting dollars to The Arts Partnership who then regrants those dollars to local arts organizations. Member Odegard speaks out in favor of The Arts Partnership regranting as a recipient of those dollars. Member Kolpack makes note that for such a small dollar amount they receive how impressive it is that it touches so many organizations. Chair Preston notes that the ACC is still working on their 2018 work plan and will vote on this request once the work plan is completed.

**Item 4: Capital Improvement Project (Capital Art Project)**

Nicole Crutchfield, Director of Planning and Development, informs the commissioners that the city is working on setting up a meeting with stakeholders and the CVB to come up with a public art project. There will also be an outside facilitator who will help with the meeting. The meeting will hopefully be set before the end of this year. Chair Preston notes that this will be a slightly different process than what the commission has used for previous projects. This project is an opportunity to develop partnerships with businesses and local artists in the community.

**Item 5: City Hall Art**

Chair Preston notes that there is a lot of great pieces of art in the new city hall and encourages members to take a look at the art. Chair Preston would like to know what the role of the ACC should be in the new city hall as well as expresses that it may be valuable to write to the mayor and let him know that the ACC is an asset to the city hall. Commissioner Strand notes that it would be important for the ACC to ask for a meeting and that there are other public buildings that need art as well, he can help facilitate a meeting with the mayor's office.

**Item 6: Communication Plan**

Member Kolpack presents on the communication plan, this is the second time that the commission has seen this document. Member Kolpack recommends that the next step of the communication plan is to sit down with staff to go over the plan. Chair Preston makes a note that the commission should sit down with the City of Fargo Communications Director to go over the digital media communications piece. Ms. Crutchfield notes that the City of Fargo has a communications policy and all releases go through this office and the City also has a social media policy.

Member Offutt was wonder if there would be other art mediums happening during the grand opening of the City Hall. Member Odegaard mentions that she would be happy to help the city find music for the grand opening if that is the direction they would like to go. Chair Preston has two presentations regarding the Arts and Culture Commission and will share the at the next commission meeting. Chair Preston has met with the Forum, High Plains Reader as well as the Fargo Youth Initiative and is scheduled to meet with a service club in November.

Member Offutt would like to know if there are leave behind items when they present to the community. Chair Preston notes that there is a two page hand out but it would be helpful to have

Member Odegaard moved to adopt the communications plan but meet with staff to go over the plan. Second by Member Offutt. All Members present voted aye and the motion was declared carried.

**Item 7: Strategic Planning Workshop Report**

Chair Preston notes that the documentation in the packet is from the strategic planning workshop. Staff took the five different categories and filled in action steps that relate to those categories and included resource needs, financial needs and priorities which were not completely filled in. Member Kolpack would like the acronyms be spelled out for clarity.

**Item 9: Other Business or Public Comment**

The time at adjournment was 5:43 p.m. Item 8 work plan discussion was discussed after the meeting adjourned

**MEMORANDUM**

**TO: ALL DEPARTMENTS**

**FROM: ALBERT GIBSON, PLANNING AND DEVELOPMENT DEPARTMENT** AG

**DATE: NOVEMBER 9, 2018**

**SUBJECT: 2019 ARTS AND CULTURE COMMISSION MEETING SCHEDULE**

Listed below are the Arts and Culture Commission meeting dates for the calendar year 2019.

**2019 Meeting Schedule**

Arts and Culture Commission Meetings	
	January 16
	February 20
	March 20
	April 17
	May 15
	June 19
	July 17
	August 21
	September 18
	October 16
	November 20
	December 18
Arts and Culture Commission meetings will be held the 3rd Wednesday of each month at 5:00 p.m. in the City Commission Room at City Hall.	

## Strategic Planning Workshop 2 Report

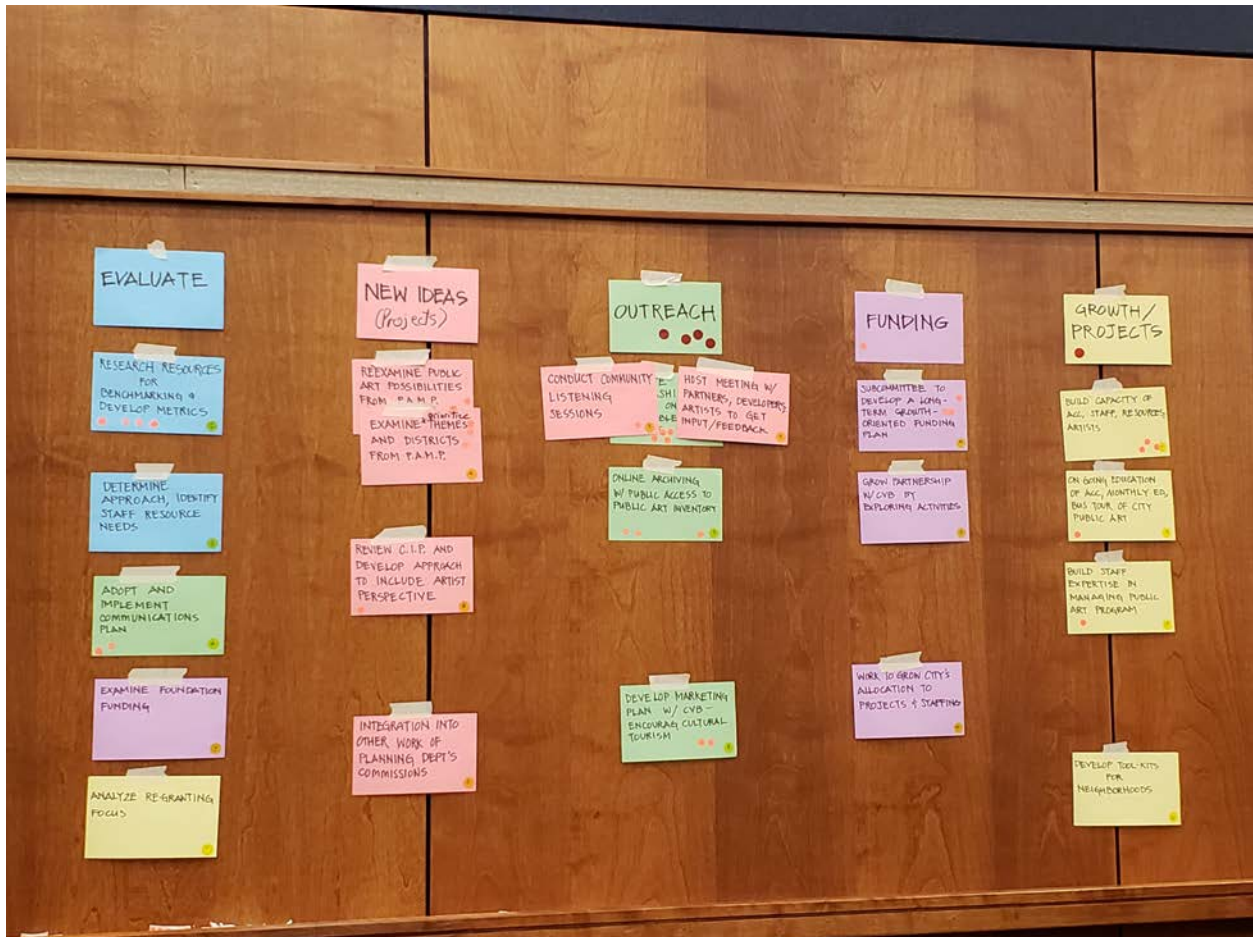
October 17, 2018

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1. Staff took the information from the first workshop, and working with the Chair Preston, focused on the categories identified and identified action items from the Public Arts Master Plan. The categories and action items were (Goal number in parenthesis):
  - a. Evaluate
    - Research resources for benchmarking and develop metrics (G1)
    - Determine approach, identify staff resource needs (G1)
  - b. New Ideas
    - Re-examine Public Art Possibilities from PAMP (G10)
    - Examine themes and districts from PAMP (G4)
    - Conduct Community Listening Sessions (G2)
    - Review Capital Art Project and develop approach to include artist perspective (G6)
    - Host meeting with partners, developers, artists to get input/feedback (G4)
    - Integration into other work of Commissions staff by Planning Department (G5)
  - c. Outreach
    - Cultivate partnerships through on-going round-table meetings (G5)
    - Online archiving with public access to public art inventory (G3)
    - Adopt and implements communications plan (G6)
    - Develop marketing plan with CVB; encourage cultural tourism (G8)
  - d. Funding
    - Sub-committee to develop a long-term growth-oriented funding plan (G5)
    - Grow partnership with CVB by exploring activities (G8)
    - Examine foundation funding (G7)
    - Work to grow City's allocation to projects and staffing (G5)
  - e. Growth/Projects
    - Build capacity of ACC, staff, resources, artists (G2)
    - On-going education of ACC, monthly education, bus tour of City public art (G3)
    - Build staff expertise in managing public art program (G3)
    - Analyze re-granting focus (G7)
    - Develop tool kits for neighborhoods (G10)

2. ACC members reviewed the buckets and action items. Chair Preston facilitated discussion to confirm the listed categories and actions items, determine if any categories or action items were missing, if any action items should be moved or consolidated. Members also prioritized the categories and action items. The discussion resulted in the following (also see image below):
- a. Evaluate
    - Research resources for benchmarking and develop metrics (G1)
    - Determine approach, identify staff resource needs (G1)
    - Adopt and implements communications plan (G6)
    - Examine foundation funding (G7)
    - Analyze re-granting focus (G7)
  - b. New Ideas/Projects
    - Re-examine Public Art Possibilities from PAMP (G10)/Examine priorities, themes and districts from PAMP (G4)
    - Review Capital Art Project and develop approach to include artist perspective (G6)
    - Integration into other work of Commissions staff by Planning Department (G5)
  - c. Outreach
    - Cultivate Partnerships through on-going round-table meetings (G5)/Conduct Community Listening Sessions (G2)/Host meeting with partners, developers, artists to get input/feedback (G4)
    - Online archiving with public access to public art inventory (G3)
    - Develop marketing plan with CVB; encourage cultural tourism (G8)
  - d. Funding
    - Sub-committee to develop a long-term growth-oriented funding plan (G5)
    - Grow partnership with CVB by exploring activities (G8)
    - Work to grow City's allocation to projects and staffing (G5)
  - e. Growth/Projects
    - Build capacity of ACC, staff, resources, artists (G2)
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    - Build staff expertise in managing public art program (G3)
    - Develop tool kits for neighborhoods (G10)





Re- categorization and prioritization from workshop

3. Action Item Prioritization: Each ACC member received 5 small red dots to prioritize the action items (6 ACC members were present):
  - a. Action Items (items not listed did not receive dots)
    - ●●●●● Cultivate Partnerships through on-going round-table meetings (G5)/  
Conduct Community Listening Sessions (G2)/Host meeting with partners,  
developers, artists to get input/feedback (G4)
    - ●●●●● Re-examine Public Art Possibilities from PAMP (G10)/Examine priorities,  
themes and districts from PAMP (G4)
    - ●●●● Research resources for benchmarking and develop metrics (G1)
    - ●●● Online archiving with public access to public art inventory (G3)
    - ●●● Sub-committee to develop a long-term growth-oriented funding plan (G5)
    - ●●● Build staff expertise in managing public art program (G3)
    - ●● Adopt and implements communications plan (G6)
    - ●● Develop marketing plan with CVB; encourage cultural tourism (G8)

- ● Review Capital Art Project and develop approach to include artist perspective (G6)
  - ● On-going education of ACC, monthly education, bus tour of City public art (G3)
  - ● Build staff expertise in managing public art program (G3)
- b. Category (as a final short exercise, members prioritized categories)
- ●●●● Outreach
  - ● Funding
  - ● Growth/Projects
  - New Ideas/ Projects
  - Evaluate

#### 4. Other Notes

- a. Emerging theme: Outreach and Communication
- b. Sample benchmarks and metrics
- c. Member Odegaard noted she is interested and well versed in facilitating meetings, such as outreach and collaborations. Member Jordre offered to assist.
- d. Members determined that the CIP (Capital Improvement Project – the cities infrastructure project plan) or CP (Capital Project) should be identified as Capital Art Project for clarification



Projects/ Programs	2018		
	2019 Allocation	Amount Paid/Pending	Remaining Budget
Re-Granting			
The Arts Partnership	\$112,000.00		\$112,000.00
		\$0.00	\$0.00
Total	\$112,000.00	\$0.00	\$112,000.00
Public Art Projects			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
City Hall Curating Program			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
City Buildings Curating Program			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Artwork Acquisitions			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Maintenance Care			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Restorations			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
SUBTOTAL	\$112,000.00	\$0.00	\$112,000.00

ADMINISTRATIVE

Education			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Retreat/ Workshops			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Consulting			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
Marketing			\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
SUBTOTAL	\$0.00	\$0.00	\$0.00
TOTAL	\$112,000.00	\$0.00	\$112,000.00

Re-Granting	\$0.00
Public Art Projects	\$0.00
Capital Art Projects	\$0.00
City Hall Curating Program	\$0.00
City Buildings Curating Program	\$0.00
Artwork Acquisitions	\$0.00
Maintenance Care	\$0.00
Restorations	\$0.00
Education	\$0.00
Retreat/ Workshops	\$0.00
Consulting	\$0.00
Marketing	\$0.00
Total Spent	\$0.00

Capital Art Projects				
				\$0.00
Total		\$0.00	\$0.00	\$0.00



## APPENDIX A – 2018 GRANTS

### CITY ARTS PARTNERSHIP GRANTEES

#### **CELEBRATION OF WOMEN AND THEIR MUSIC**

\$500 toward its annual live music event that supports and enriches emerging high-school age female artists with scholarships to continue their education.

#### **CONCORDIA COLLEGE – CULTURAL EVENTS OFFICE**

\$1,400 toward the art exhibit *Women's Work* and gallery talk, the first component of the 2018 fall symposium featuring speakers and activities around the theme *Power Plays: Why Gender Matters*.

#### **FARGO PARK DISTRICT**

\$500 toward a project that sets a never-seen friendly “monster” loose in the parks that leaves behind artful evidence (created by a local artist) of its existence for observant visitors to find and keep.

#### **FARGO THEATRE**

\$10,000 toward the mission to preserve the historic integrity of the Theatre while expanding its ability to meet the artistic and entertainment needs of increasingly diverse audiences, performers and filmmakers.

#### **FARGO-MOORHEAD AREA YOUTH SYMPHONIES**

\$3,500 toward the mission to provide a rigorous orchestral experience that challenges dedicated youth to reach their full potential musically and personally and emerge as dynamic members of the community.

#### **FARGO-MOORHEAD CHORAL ARTISTS**

\$4,500 toward the mission to provide an outlet for musicians who are passionate about singing at a high performance level and preserving the choral music art form.

#### **FARGO-MOORHEAD COMMUNITY THEATRE**

\$6,500 toward the FMCT’s mission to create, engage and enrich the community through the performing arts.

#### **FARGO-MOORHEAD GAY MEN’S CHORUS**

\$1,000 toward a performance of *Tyler’s Suite*, a 9-song suite composed by several world-renowned Composers that honors Tyler Clementi, a brilliant gay college musician who was bullied and ultimately committed suicide.

**FARGO-MOORHEAD OPERA**

\$7,500 toward the Opera's mission to provide high quality opera performances; to develop an appreciation for opera; and to establish an educational outreach program to serve the region's schools and colleges.

**FARGO-MOORHEAD SYMPHONY**

\$10,000 toward the Symphony's mission to serve the community by enriching, educating and engaging people of all ages through inspired performances of orchestral and chamber music.

**FARGO-MOORHEAD VISUAL ARTISTS**

\$3,500 toward FMVA's mission to promote and support quality visual arts in the area by educating and encouraging visual artists and their communities.

**FARGO-MOORHEAD YOUTH CHOIR**

\$3,000 toward the Youth Choir's mission to provide K-12 students the opportunity to rehearse and perform choral music with skill and understanding.

**GOOSEBERRY PARK PLAYERS**

\$5,000 toward the Gooseberry Park Players' mission to provide an exceptional, fee-free unique educational and multi-generational summer theatre experience for youth ages 11-18.

**HISTORICAL AND CULTURAL SOCIETY OF CLAY COUNTY**

\$7,500 toward its mission to collect, preserve, interpret and share the history and culture – including the arts, a vital part of human history – of Clay County, MN.

**THE HUMAN FAMILY**

\$1,000 toward the *North Dakota Human Rights Art Exhibition*, a curated display of artwork celebrating Human Rights.

**MOORHEAD PARKS AND RECREATION**

\$1,400 toward support of the Celtic Festival, a one-day, admission-free festival celebrating the arts and culture of the seven Celtic Nations, featuring live music and performance, informational booths, food and hands-on activities.

**MSUM PERFORMING ARTS SERIES**

\$1,000 toward performances and workshops by Nobuntu, an all-female acapella quintet from Zimbabwe that will open the 2019-2020 Performing Arts Series.

**NDSU DEPARTMENT OF THEATRE ARTS**

\$1,400 toward on-going development of Theatre for the Very Young, a specialized theatre form designed for audiences age six and under, with the goals of strengthening the Department's relationship with the Metro community and developing more well-rounded theatre students.

**NDSU MEMORIAL UNION GALLERY**

\$500 toward an exhibition *Social Justice Revisited*, a retrospective of 50 years of artwork by Betty LaDuke on connected social issues.

**PLAINS ART MUSEUM**

\$10,000 toward the Museum's mission to connect art, artists, and audiences to foster creative, resilient, and welcoming communities.

**PRAIRIE PUBLIC BROADCASTING**

\$1,500 toward production of radio reports from 2-20 minutes, focusing on the Metro's artistic talent and the arts activities in our community.

**ROURKE ART MUSEUM**

\$3,300 toward the Rourke's mission to educate and inspire the community through the collection, presentation and preservation of the region's and the world's artistic heritage.

**SPIRIT ROOM**

\$3,400 toward its mission to enrich people's lives through the development and practice of creative, contemplative and healing arts.

**THEATRE B**

\$3,300 toward its mission to invigorate civic conversation through intimate and transformative storytelling.

**TROLLWOOD PERFORMING ARTS SCHOOL**

\$7,500 toward its mission to inspire those they serve through the arts to realize their full potential and be a positive influence in the global community.

**WEST FARGO PUBLIC LIBRARY**

\$500 toward support of a series of art exhibits and related hands-on events in order to expand the Library's role as a cultural center in the city of West Fargo.

**WEST FARGO PUBLIC SCHOOLS/SUMMER ARTS INTENSIVE**

\$3,000 toward its mission to provide focused, individualized training for young artists who want to stretch their personal and creative talents while gaining an understanding of theater production and performance.

**SANFORD ARTS PARTNERSHIP MERIT AWARDEES**

*The Sanford Arts Partnership Merit Awards are awarded to organizations whose work in the arts and cultural arenas in our community is exemplary.*

**FARGO THEATRE - \$4,000**

**GOOSEBERRY PARK PLAYERS - \$2,500**

**FM SYMPHONY – \$2,750**

**PLAINS ART MUSEUM - \$2,750**

## **COMMUNITY ARTS PARTNERSHIP GRANTEES**

*Community Arts Partnership Grants are board-designated grants that make a contribution to and impact on the community.*

### **ANGELS OF THE MUSE**

\$500 toward its mission to provide quality arts entertainment from a variety of musical genres, for the underserved and institutionalized populations throughout the Fargo-Moorhead community.

### **THE LEARNING BANK**

\$2,500 toward costs associated with the Learning Bank's *Fine Arts Series*, which provides every child in Grades 1-6 in the three school districts with access to experiences with the visual and performing arts.

### **RED RIVER ZOO**

\$500 toward costs associated with incorporating animal paintings by a local artist into the operations of the Red River Zoo, for example at meet-and-greets and on merchandise sold at the Zoo's gift shop.

## Sponsorship/Grant Acceptance Period

### Purpose

Recognize creativity and encourage creative achievements  
 Assist in the continued development of creative careers  
 Acknowledge those who are interested in contributing to a higher standard of artistic expression  
 Projects that possess a significant arts and culture component  
 Open to the public  
 May only be applied to projects that are placed within Fargo City limits

### Who Can Apply

<u>Artistic Disciplines</u>	<u>Artists</u>	<u>Public/ Private</u>
Visual arts	Emerging: 3-5 years	Arts Organizations
Dance	Practicing/ Established: 5+ years	Businesses
Music/ Sound	Professional/ Senior: 5-10 years	Organizations
Theatre/ Performing	Mentor/ Master: 10+ years	Corporations
Writing/ Storytelling		Educators
Media Arts		Community based groups
Interdisciplinary arts		Groups representing underserved communities

Sponsorship may not be applied to:

- fundraising efforts
- Gifts
- Organizations administrative costs not directly related to the project
- Purchase of equipment or software
- Food related costs

### Application Period

Spring Application Period: January 1 through March 1.

Staff will review the Creative Capital Sponsorship applications and project proposals for completion and revisions in March. Applicants will be notified to present to the Arts and Culture Commission in April.

Fall Application Period: September 1 through November 1.

Staff will review Creative Capital Sponsorship applications and project proposals for completion and revisions in November. Applicants will be notified to present to the Arts and Culture Commission in December.