

ARTS AND CULTURE COMMISSION
Wednesday, November 19, 2025 | 4:00 PM
Meadowlark Room
AGENDA

1. Welcome and Introductions
2. Approve Agenda & Minutes
 - a. May 21, 2025.....Action Item
3. Artwork Donation.....Action Item
4. Project Updates
5. Work Session – Governance and Operations
6. Adjourn

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. They are rebroadcast each Saturday at 4:00 p.m. Minutes are available on the City of Fargo Web site at www.FargoND.gov/artsandculture.

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.

ARTS AND CULTURE COMMISSION MINUTES

Regular Meeting:

Wednesday, May 21, 2025

The Regular Meeting of the Arts and Culture Commission of the City of Fargo, North Dakota, was held in the Meadowlark Room at Fargo City Hall at 4:00 p.m., Wednesday, May 21, 2025.

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

Present: Monika Browne-Ecker, Anna Johnson, Jon Offutt, Deb Williams, Tracy Walvatne, Joshua Zeis

Absent: Danyel Moe, Tracy Jordre, Tori Benders

Also Present: Commissioner Denise Kolpack, Traffic Engineer Jeremy Gordon

Item 1: Welcome and Introductions

Chair Browne-Ecker welcomed Members to the meeting and introductions were made.

Due to the lack of a quorum, the agenda items were presented in the following order:

Item 3: Ground Mural installation by Folkways

Joe Burgum, Folkways Community Executive Director, provided a brief history and overview of Folkways, and presented a request seeking formal permission from the City of Fargo Engineering and Planning Departments to install a ground mural at the intersection of 4th Avenue North and 5th Street North in downtown Fargo. A laydown item was provided to Board members of a letter of support from the Downtown Community Partnership.

Planning and Development Director Nicole Crutchfield gave an overview of the role of the City and the Arts and Culture Commission regarding this request and the next steps of providing a recommendation to the City Commission.

Jeremy Gordon, Transportation Engineer, spoke on behalf of the City of Fargo Engineering Department.

Discussion was held on the projected longevity of this mural, the wear and tear effects of environmental factors to the project, and choice of this intersection location.

Mr. Burgum shared plans for preparation and maintenance of the project, and reasoning for the chosen intersection location.

Further discussion was held on funds for maintenance, materials, installation by volunteers versus paid stipends to installers, and who would do the installation.

Member Offutt present.

Member Williams moved to approve support by the Arts and Culture Commission of the proposed Ground Mural. Second by Member Zeis. All Members present voted aye and the motion was declared carried.

Item 2: Approve Agenda and Minutes

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

Member Williams moved to approve the Minutes of the February 19, 2025 Arts and Culture Commission meeting be approved. Second by Member Johnson. All Members present voted aye and the motion was declared carried.

Item 4: Strategic Framework and 2026 Budget Process

Ms. Crutchfield gave an update on the 2026 Budget Process and strategic planning. She discussed the Public Arts Plan, Citywide boards and commissions, and proposed changes and cuts.

Discussion was held on the current budget for the Arts and Culture Commission, an upcoming discussion on June 9 regarding budget, if other entities could support the work of the Arts and Culture Commission, and future plans for the Board.

Ms. Crutchfield noted that the work of the Arts and Culture Commission would be supported through the end of 2025, and these discussions are related to 2026.

Board Members expressed interest in special meeting after the June 9 City Commission meeting to further discuss the future.

Item 5: Project Updates

Planning Coordinator Maegin Elshaug gave an update on the maintenance of current public art projects.

Discussion was held on if students might be able to help with maintenance and repairs.

Item 6: Adjourn: Next Meeting – August 20, 2025

The time at adjournment was 5:03 p.m.

MEMORANDUM

TO: Arts and Culture Commission

FROM: Nicole Crutchfield, Planning Director
Maegin Elshaug, Planning Coordinator

DATE: November 13, 2025

RE: Artwork Donation

Dmitry Lewman recently approached the City about an artwork donation of a piece done by artist Ted Martin. The artwork is a matted and framed piece of a bison, in ink and marker, and is 16"x20" in size. Mr. Lewman estimates the piece to be valued at \$350. An image of the artwork is attached and it will be viewable at the meeting.

The Public Art Policy Guide addresses Gifts of Artwork and Donations. The policy guide states that the Arts and Culture Commission will consider the acceptance of fine art of various mediums as gifts, without limitations or restrictions. If the Arts and Culture Commission determines the piece is a benefit to the City, staff will complete the necessary paperwork for the donation, as well as work with the Facilities Department to place the piece. Below is an excerpt from the policy guide.

Gifts of Artwork/ Donations

The Arts and Culture Commission will consider the acceptance of fine art as gifts that are categorized as; paintings, sculpture, wall hangings, photographs, and other original works in various mediums. Gifts of works of art will be accepted without limitations or conditions placed on the City by the donor or artist. The ownership of all gifts of art will be transferred to The City of Fargo without restriction. Such art works will be used at the discretion of the Commission and the City.

Any Commission member wishing to donate artwork that they own, have created, or have direct or indirect monetary or professional interest in, must disclose this information to the Commissioners prior to any discussion. Once disclosed, the committee member must recuse him or herself from discussion, influence, and voting pertaining to the artwork.

If the artwork is determined to benefit The City of Fargo permanent art collection, City Staff acknowledging receipt of the artwork will complete a Donation of Fine Art form. Donors who wish to receive a tax credit are responsible for the appraisal of all donated artworks. It is recommended that donors consult their personal financial advisor for specific advice about any gifts to The City of Fargo

Artist Martin's work has been on display in numerous exhibits over the years, including the North Dakota Human Rights Festival, The Plains Museum Invitational, and several Rourke Art Gallery and Museum exhibits, among others.

Recommendation: Recommend to the City Commission to accept the artwork donation and direct staff to complete necessary steps as outlined in the policy guide.



MEMORANDUM

TO: Arts and Culture Commission
FROM: Nicole Crutchfield, Planning Director
DATE: November 13, 2205
RE: Governance policies and updates

At the May quarterly Arts and Culture Commission meeting staff provided an update regarding budget and policies being considered that impact the current management of the Arts and Culture Commission, specifically the 2026 budget and the staff support structure.

Since the May meeting there has been an overall review of all of the citizen advisory boards in terms of governance policies. An [informational meeting](#) was held with the City Commission on June 9, 2025 on this topic. Since the informational meeting there has been continued work with Arts and Culture Commission, Native American Commission, Fargo Youth Initiative and Human Rights Commission about what the next stage of work looks like and the city's role. For each board, the respective liaison Commissioner, city staff member and executive committee members have begun working on different possible structures and updates. At this stage, staff will present current findings and status updates and host discussion with the full board at the November Arts and Culture Commission meeting to explore future goals, interests and recommendations from current board members.

Topics to review:

- 1) Future forward options
- 2) Open discussion
- 3) Next steps