



**ARTS COMMISSION AGENDA**  
**Tuesday, April 17, 2012**  
**5:45 p.m.**  
**City Hall**  
**Conference Room #3**

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**Call to Order**

**Roll Call**

**Adopt Agenda**

Approval of the February 12, 2012 Meeting Minutes

**Old Business**

1. Potential New Commissioner ~ Thomas Archibald
2. Review Guidelines for Contests

**New Business**

3. Harvest Grill ~ Acoustic Series For Fall
4. Replacement Performer for August 2nd Summer Concert Series

**Other Business/Informational Items/Announcements**

Next Meeting: May 15, 2012  
Agenda Items ~ To be determined.

**Adjourn**



**Arts Commission - Regular**

**Meeting Date:** 04/17/2012

**Subject:** Approval of the February 12, 2012 Meeting Minutes

**From:** Kris Linqvist, Deputy Clerk

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**Information**

**INFORMATION:**

**Approval of February 21, 2012 Meeting Minutes**

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**Attachments**

2/21/12 Minutes

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## COON RAPIDS ARTS COMMISSION MEETING MINUTES FOR FEBRUARY 21, 2012

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The February 21, 2012 meeting of the Arts Commission was called to order at 5:47 p.m. by the Chair Mary Ann Kehn in Conference Room 3 at the Coon Rapids Civic Center, 11155 Robinson Drive.

Commissioners Present: Mary Ann Kehn, Elaine Stulc, Jennifer Stone, Jalai Laiel, John Kocon and Patty Sathre.

Commissioners Not Present: Charlie Pitts , Kristin Shields, Cindy Bornetun, Lewis Peterson, and Jim Ulwelling

Potential new Commissioner: Tom Archibald

Staff Liaison: Kris Linquist

### ACCEPT AGENDA

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MOTION BY PATTY SATHRE, SECONDED BY ELAINE STULC BY TO ACCEPT THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

### APPROVAL OF MINUTES

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MOTION BY PATTY SATHRE, SECONDED BY JALAI LAIEL TO APPROVE THE MINUTES OF THE JANUARY 17, 2012 ARTS COMMISSION MEETING. THE MOTION PASSED UNANIMOUSLY.

### POTENTIAL NEW COMMISSIONER ~ THOMAS ARCHIBALD

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Mary Ann Kehn explained what the commission does. There were questions and answers. The commission will make their recommendation at the next meeting.

### REVIEW GUIDELINES FOR CONTESTS

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There was discussion on having a Photo Contest. The commissioners reviewed past contests and made some modification to them. Staff Liaison Kris Linquist will draft some new outlines and email them to the commissioners before the next meeting for their review.

### POTENTIAL PERFORMER REVIEW FOR SUMMER CONCERT SERIES

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There was discussion about the sponsorship of the summer concerts. Shortstop Bar & Grill has agreed to sponsor all the summer concerts with the exception of the Minnesota Sinfonia.

### HARVEST GRILL ~ ACOUSTIC SERIES FOR FALL

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Mary Ann will go out to the Harvest Grill & Bunker Hills to talk about an Acoustic Series at Harvest Grill this fall.

### INFORMATIONAL ITEMS/ANNOUCEMENTS/OTHER BUSINESS

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There was discussion on having a sign board for the summer concerts.

#### NEXT MEETING

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There will not be a March 20, 2012 meeting. The next meeting of the Coon Rapids Arts Commission will be held on Tuesday, April 17, 2012 in the City Hall Conference Room 3.

#### ADJOURN

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MOVED BY PATTY SATHRE TO ADJOURN THE MEETING AT 7:00 P.M.

Respectfully submitted by  
Kris Linquist, Staff Liaison



**Arts Commission - Regular**

**1.**

**Meeting Date:** 04/17/2012

**Subject:** Potential New Commissioner ~ Thomas Archibald

**From:** Kris Linquist, Deputy Clerk

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**Information**

**INFORMATION:**

The Commission will make a motion and their recommendation to the City Council on the appointment of Thomas Archibald.

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**Arts Commission - Regular**

**2.**

**Meeting Date:** 04/17/2012

**Subject:** Review Guidelines for Contests

**From:** Kris Linqvist, Deputy Clerk

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**Information**

**INFORMATION:**

Attached is a draft for the Photography Contest.  
Please review and there will be a discussion at the meeting.

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**Attachments**

Draft~Photography Contest

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## GUIDELINES FOR PHOTOGRAPHY CONTEST

The contest is open to Coon Rapids residents and business people. All entries submitted must be your own work, and there is a limit of three (3) entries per person per contest. (Employees and their family members of the City of Coon Rapids or the Coon Rapids Art Commission and any sponsors and/or judges are eligible to enter).

- This contest is for **amateur photographers only**.
- Photographs can be color or black and white.
- Photographs should be no smaller than 3-1/2"x5" and no larger than 8"x10" and printed on photogenic paper.
- Photographs with obscene content will not be considered nor will photographs that depict cruelty toward animals or humans.
- Photographs must be previously unpublished. *Photographs that have been published in any form prior to entry into the contest will be disqualified.*
- Photographs from all seasons are encouraged.
- Photographs must have been taken within the city limits of Coon Rapids, Minnesota, in 2006 or later.
- Digital images must be accompanied with a high resolution print on photogenic paper and a CD (which can include all photographs being submitted) with the highest resolution possible ~ at minimum shot with a 2 megapixel camera at full resolution or 1,600x1,200 pixel or larger. Manipulation of digital images be limited to the kinds of manipulation that can be done with traditional printing techniques, such as changing saturation and contrast, burning-in and dodging, eliminating dust spots, etc. *Images in which contest has been altered (elements eliminated, added, rearranged, etc.) will not be accepted.*
- If there are identifiable people in the photograph, and it was taken in a non-public space, it is the responsibility of the photographer to obtain permission to use the photograph.
- Camera model and film type (if applicable) should be included.
- Email submissions will be accepted.
- A complete official entry form must accompany each photograph submitted. Only entry forms with complete, accurate and legible information will be considered.

- NOT ACCEPTED: slides, photocopies, images printed on ink jet paper or framed, mounted or matted prints.
- Photographs/images become the property of the City of Coon Rapids once they have been submitted. No photographs/CDs will be returned.
- The City is not responsible for any lost or misdirected entries.

Photographs must be received no later than 4:30 p.m. on \_\_\_\_\_. They should be marked to the attention of “Coon Rapids Photo Contest”. They may be brought to the Coon Rapids City Center at 11155 Robinson Drive during regular business hours of 8 a.m. to 4:30 p.m. (Monday-Friday).

### **PHOTO CONTEST JUDGING/AWARDS**

- Entries will be reviewed by a panel of judges selected by the City of Coon Rapids Arts Commission.
- Photographs will be judged on the basis of creativity, photographic quality, and how an image expresses the theme of “My Coon Rapids”.
- It is the responsibility of the participant to submit the entry image(s) in the correct age category.
- Winners will be judged in each age category. There will be a prize given for the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> places in category. The winner will receive an award of appreciation along with a monetary award. Prizes for each category are \$150 for 1<sup>st</sup> place, \$100 for 2<sup>nd</sup> place, and \$50 for 3<sup>rd</sup> place.
- Winners in each category will have their photographs published on the City website, CTN City informational channel and in the bi-annual City of Coon Rapids newsletter.
- Some entries may be posted for public viewing at the Coon Rapids City Center.
- All decisions will be final, and the judges reserve the right to disqualify any entrant. Prizes may not be awarded if no acceptable entries are received.

## COON RAPIDS PHOTOGRAPHY ENTRY FORM

Name:		
Mailing Address:		
City:	State:	ZIP:
Phone:	E-mail:	
Coon Rapids Resident <input type="checkbox"/> Coon Rapids Business <input type="checkbox"/>		
Location where photo was taken:		
Approximate date when photograph was taken:		
Photo title/caption:		
AGE CATEGORY:		
<input type="checkbox"/> 12 yrs of age or under <input type="checkbox"/> 13-17 years of age <input type="checkbox"/> 18 years of age and older		

I certify that I am the one who took this photograph. I understand that upon submission, this photograph and all of the copy and trademark rights associated with the photograph, become the property of the City of Coon Rapids. I hereby grant permission to the City of Coon Rapids and to use this photograph at their discretion with no compensation or credit to me or to any of the subjects in the photograph. When the photograph is of identifiable people in a non-public place, I have obtained the permission of those in the photograph to submit this photograph for use by the City of Coon Rapids.

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Signature of photographer Date

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Signature of parent or guardian if less than 18 years of age Date

Photos must be received no later than 4:30 p.m. on deadline date.  
 The City is not responsible for any lost or misdirected entries.