

# *St. Helens Arts & Cultural Commission Special Meeting*

**Wednesday, September 28, 2011, 6:00 p.m.**

Council Chambers

265 Strand Street, Plaza Entrance

---

## **AGENDA**

1. Open Public Hearing
2. Brief Explanation of the Bench Placement
3. Hear Public Testimony on Bench Placement
4. Close Hearing
5. Call Regular Meeting to order: **6:30pm**

### **Visitors Address the Commission- Comments Limited to 3 Minutes**

*Topics needing further consideration will be added to the next agenda*

6. Additions and Revisions to the Agenda
7. Approval of Minutes for August 24, 2011
8. Review of August 2011 Fiscal Report
9. Reports, Updates:

Successful Columbia County Cultural Commission Grant! – Kannikar

Banners – Kannikar

Plaques for the Banner Poles – Anne

Bike Racks- Jerry

Performance Art Groups – Jeannine

Free Arts and Crafts Workshop- Kannikar

Public Works Liaison- Kannikar

Reports from Council – Margaret – Keith

10. Discussion Topics

Bench Recommendations to the City Council

Membership

11. Parking Lot:

Inventory of the Public Art Collection

Maintenance of Public Art

Fish Sculpture Plaque

12. Next Meeting: Wednesday, October 26, 2011 6:30p.m

13. Adjournment

*If you would like to know what other City Boards and Commissions are doing, you may review their minutes on the City's website at [www.ci-st-helens.or.us](http://www.ci-st-helens.or.us).*

*City of St. Helens*  
***Arts & Cultural Commission***  
Minutes from Wednesday, August 24, 2011  
City Council Chambers

**Members Present**

Pam Powell, Chair  
Anne Parrott, Vice Chair  
Kannikar Petersen  
Luanne Kreutzer  
Jerry Belcher  
Jeannine Wells

**Members Absent**

Will Gillis

**Guests**

**Councilors in Attendance**

Keith Locke

**Staff Present**

Margaret Jeffries, Library Director  
Jennifer Johnson, Commission Secretary



**CALL MEETING TO ORDER**

Chair Powell called the regular meeting to order at 6:30 p.m.

**VISITORS TO THE COMMISSION**

There were no visitors.

**APPROVAL OF MINUTES FOR JULY 2011**

Vice Chair Anne Parrott moved to approve the minutes for July 22, 2011. Commissioner Petersen seconded the motion. All in favor; none opposed. Motion carries.

**REVIEW OF FISCAL REPORT**

The Commission reviewed the Fiscal Report. Commissioner Petersen said the report is missing the Fair Prize Money expense in the amount of \$40. Commissioner Petersen said this money was taken out of petty cash at City Hall. The Commission also commented that the first page is missing some items. Chair Powell explained all the items budgeted on the fiscal report for the new members attending the meeting.

**REPORTS**

Commissioner Petersen reported on the status of the Columbia County Cultural Commissioner Grant. Commissioner Petersen said she is unsure on the date the winner will be announced. Commissioner Petersen said Library Director Jeffries suggested pairing the leather tooling class with a western story week at the library. Commissioner Petersen said she mentioned that to Lorretta Sampson who would be teaching the class. Lorretta thought it would be a great idea.

Commissioner Petersen said she will be getting the final details to Lorretta once all they are set in place.

Commissioner Petersen attended a meeting with The Daybreakers Kiwanis at Warren Country Inn restaurant. Commissioner Petersen showed them a fifty slide power point presentation on what the Arts and Cultural Commission is all about. Commissioner Petersen also discussed future projects in the works. Commissioner Petersen highly recommended that the two new Commission members Belcher and Wells, attend a presentation on September 1, 2011 at the Elks Lodge in St. Helens. Commissioner Petersen said this presentation would be a great way to become familiar with the Commission and all the projects in the works as well as past projects already completed. Chair Powell thanked Commissioner Petersen for putting the time and effort into informing the public on what the Arts and Cultural Commission is about. Commissioner Petersen also mentioned she took two of the painted trash cans with her to the Kiwanis Daybreakers meeting for display. Commissioner Petersen also mentioned the Gateway Project to the Daybreakers. She told them there is a current budget of \$50,000.00 for this project. Commissioner Petersen informed them the Commission still needs to raise \$25,000.00 for this project. Commissioner Petersen suggested that the Commission thinks of a fund raiser of some sort. Vice Chair Parrott said that she thinks it is a great idea to get involved with other organizations such as the Kiwanis for fund raising opportunities. Commissioner Wells suggested the Commission explore sponsorship from some of the local businesses. Vice Chair Parrot said she thinks a lot of the local businesses are financially struggling right now. Vice Chair Parrot said the Commission might be able to get some materials donated but nothing in the sort of large cash donations. Commissioner Wells suggested large organizations like UsBank. Vice Chair Parrot also suggested Letica as another option. Commissioner Wells offered to create a donation tier or something along those lines to give a better outline for companies making donations.

Commissioner Petersen said that Marc Knudson from the Public Works Department has completed digging the holes for two banner locations. Commissioner Petersen said she marked two more sites with large stakes in the ground. Commissioner Petersen said somehow the stakes were taken from these sites. Commissioner Petersen said for future site marking she will recommend using spray paint instead of stakes. Chair Powell said all the banners are ready to be installed and the Commission is just waiting for Public works to install them. The Commission discussed the current issues with finding a curved plaque for the poles. Commissioner Belcher suggested having the pole engraved instead of using a plaque. Commissioner Petersen said two issues come up when thinking about engraving the poles. One is transporting the pole, two is the pole is not very thick and engraving it might compromise its durability. Commissioner Petersen hopes to have all five banners installed by the end of the year. Chair Powell said the Commission needs to come to a conclusion on the plaques that will be used for the banners.

Library Director Jeffries reported that the Library will be hosting an evening program for adults called The Library after Hours. Library Director Jeffries said in the future there may be a way to incorporate the Commissions craft workshop theme with one of the Library after Hours nights.

Councilor Keith Locke reported on recent council items discussed that might interest the Commission. Councilor Locke said he discussed the progress of the banners with Councilor

Doug Morton. Councilor Locke said that the banners are ready for installation and the Commission is just waiting for the Public Works department to find the time to complete the installation process. Councilor Locke suggested speaking with the Public Works Department to get a better timeline on installation. Councilor Locke said he would see what he can do to speed up the process as well.

Councilor Locke had some concerns with the banners becoming dislodged from the spindles in high winds. Vice Chair Parrott this matter has been taken into consideration and evaluated by City engineers. The Commission feels this is not an issue.

The Commission reviewed two new bench locations proposed by Commissioner Petersen. The presentation included a new site location for the 'Just Right' bench and the 'Ahhh' Bench. The 'Just Right' bench would be at the S.E corner of 9<sup>th</sup> Street and Columbia Blvd. The 'Ahhh' bench would be at the S.E corner of Campbell Park. Commissioner Belcher asked if there would be a safety issue with the closeness of the playing field. Chair Powell said the Commission would need to present this to the Parks Commission.

Commissioner Petersen moved to place the 'Ahhh' Bench at the south east corner of Campbell Park with the approval of the Parks Commission. Commissioner Wells seconded the motion. All in favor; none opposed. Motion carries.

Commissioner Petersen suggested emailing the Parks Commission the map and plans for the bench location before the Public Hearing. Councilor Locke said there might be a concern with the bench being stolen again if it is placed at Campbell Park. Commissioner Petersen said the bench would be bolted down this time.

Commissioner Petersen discussed a bigger concrete pad for the 'Just Right' bench. As it is right now the concrete pad is the same size as the bench. Commissioner Petersen said she would be happy to draw something up. The Commission agrees that the original plan is also to close to the sidewalk.

Vice Chair Parrott moved to hold a public hearing for the placement of the 'Ahhh' bench and the 'Just Right' Bench on September 28, 2011 at 6:00 p.m. Commissioner Petersen seconded the motion. All in favor; none opposed. Motion carries.

Commissioner Petersen reported on the Arts and Crafts workshops. Commissioner Petersen said Lorretta Sampson who would be teaching the leather tooling class was concerned with students getting injured in the class. Chair Powell pointed out that this would be a City event and would fall under the City's insurance policy. Commissioner Petersen said the workshop would be about two hours long. Commissioner Petersen thinks the Library would be a great place to host the class. Commissioner Petersen suggested the Commission members should meet with the instructor before the class and learn how to do what is being taught to better assist the teacher of the class.

Commissioner Wells said she would really like the opportunity to explore the performance arts base. Commissioner Wells said she would love the opportunity to explore options for the

Commission. Vice Chair Parrott suggested Commissioner Wells contact Kathy Lambert. Commissioner Wells would also like to explore plays in the park.

The Commission discussed 13 Nights on the River and issues with the kids. Councilor Locke discussed options for solving the problem and making room for possible arts in the park. Chair Powell suggested Commissioner Wells meet with the 13 Nights on the River Committee.

Vice Chair Parrott said at this time she does not feel the Commission has capacity to take on another large project such as adding arts to 13 Nights on the River at this time.

**ADJOURNMENT**

The meeting was adjourned at 8:17 p.m.

**NEXT MEETING**

The next meeting is scheduled for September 28, 2011, Wednesday at 6:00 p.m.



Submitted by:

Jennifer Johnson  
Commission Secretary

*Present=P Absent=A*

Date	Kearsley	Lambert	Parrott	Petersen	Powell	Kreutzer	Gillis
January 26 regular meeting	A	A	P	P	P	P	P
February 23 regular meeting	A	A	A	P	P	P	P
March 23 regular meeting	A	A	P	P	P	P	A
April 27 regular meeting	A	A	P	P	P	P	P
May 25 special / regular meeting	A	A	P	P	P	P	A
June 22 regular meeting	Na	Na	P	P	P	A	P
July 27 regular meeting	Na	Na	P	P	P	P	A
Date	Wells	Belcher	Parrott	Petersen	Powell	Kreutzer	Gillis
August 24 regular meeting	P	P	P	P	P	A	A
September 28 special meeting							
October 26 regular meeting							
November 30 regular meeting							
December 28 regular							