

**Red Wing Arts & Culture Commission  
Regular Meeting  
City Council Chambers  
May 21, 2025**

**Members Present:** Chair Katie Nolan; Commissioners Mark Granlund, Stephanie Rogers (left at 6:39 p.m.), Emily Guida Foos, Gary Stone, Mark Woerpel, Zamira Mendoza (arrived at 5:42 p.m.), and Alyssa Riegelman (attended remotely)

**Members Absent:** Commissioner Ashley Bickle (excused absence), Commissioner David Culver (excused absence); Council Liaison Becky Norton (excused absence)

**Others Present:** Cara Kvanbek, Acting Staff Liaison; Gary Iocco, Mayor

**1. Call to Order**

The meeting was called to order by Chair Nolan at 5:30 p.m.

**2. Pledge of Allegiance**

Chair Nolan led the recitation of the Pledge of Allegiance.

**3. Oath of Office**

**A. Swearing In of Commissioner Mark Woerpel.**

Mayor Iocco administered the Oath of Office for Commissioner Woerpel.

**4. Roll Call**

Roll call was conducted. Chair Nolan and Commissioners Granlund, Rogers, Stone Guida Foos, and Woerpel were in attendance along with Staff Liaison Kvanbek. Commissioner Mendoza arrived at 5:42 p.m. Commissioner Riegelman attended the meeting remotely but did not participate.

**5. Approval of Agenda**

A motion was made by Commissioner Guida Foos, seconded by Commissioner Granlund and unanimously carried, to approve the agenda as presented.

**6. Approval of Minutes**

**A. Motion to Approve Minutes.**

- 1) March 19, 2025, Regular Meeting Minutes.**
- 2) April 16, 2025, Workshop Minutes.**

A minor correction to Page 2 of April workshop minutes was requested by Commissioner Rogers:

**Presentation by Dr. Margaret Pearce** on Mississippi Dialogues Project (in Collaboration with PIIC THPO, Lake Pepin Legacy Alliance, and Anderson Center at Tower View). *(Ms. Pearce should be corrected to Dr. Pearce.)*

A motion was made by Commissioner Granlund, seconded by Commissioner Rogers and unanimously carried, to approve the meeting and workshop minutes, with the correction to the April workshop minutes as discussed.

## **7. Public Comment**

Chair Nolan reviewed the public comment procedure. There was no public comment.

## **8. Motions & General Business**

### **A. Rules for Boards and Commissions.**

Chair Nolan referenced the 2025 Rules of Order and Procedure and reported that Red Wing Boards and Commissions have options relating to Section 9 (meeting agendas) and Section 11 (public comment).

Chair Nolan suggested consideration of eliminating the Pledge of Allegiance from Arts & Culture Commission meeting agendas, noting that this is an optional agenda item.

A motion was made by Chair Nolan to eliminate the Pledge of Allegiance from Arts & Culture Commission meeting agendas going forward. The motion was seconded by Commissioner Stone, a vote was conducted, and the motion carried unanimously.

Commissioner Rogers requested clarification of remote meeting participation. Staff Liaison Kvanbek stated her understanding of the rules governing remote meeting participation by Board and Commission members. She stated that she will request additional clarification from Melissa Hill and Michelle Leise. Mayor Iocco provided additional clarification of the rules.

A motion was made by Commissioner Granlund, seconded by Commissioner Rogers and unanimously carried, to adopt the 2025 Rules of Order and Procedure for Boards and Commissions.

### **B. Finance Report.**

Chair Nolan summarized the Finance Report. Chair Nolan discussed the purposes of the Arts & Culture Commission annual budget allocation and the Municipal Arts Fund, stating that the Arts & Culture Commission provides recommendations to the City Council regarding allocations from the Municipal Arts Fund. Chair Nolan noted that a request can be made to encumber unused funds from a previous year's budget toward a future project.

Chair Nolan reported that \$12,000 was allocated from the Municipal Arts Fund toward the 2025 Red Wing Sculpture Walk, with a remaining balance of approximately \$40,000 in this fund. Chair Nolan noted that \$3,000 has been earmarked toward the Red Wing entry sign project.

Chair Nolan reported that the Arts & Culture Commission budget balance is approximately \$2,700.

Commissioner Guida Foos requested clarification of when percent for the arts funds are deposited into the Municipal Arts Fund. Chair Nolan reviewed her understanding of the process.

The Red Wing entry sign project was further discussed. Staff Liaison Kvanbek indicated that she will request an update.

Commissioner Granlund asked whether the two funds are interchangeable. Chair Nolan clarified that the two funds are separate and cannot be intermixed, adding that there are restrictions on the Municipal Arts Fund. Commissioner Guida Foos provided additional information. Chair Nolan indicated that clarification will be requested with regard to grants.

Commissioner Rogers noted that a SEMAC grant has been approved and asked where these funds would be deposited. Commissioner Guida Foos provided information in this regard.

Commissioner Stone commented regarding current Arts & Culture Commission obligations, including financial support of the Red Wing Sculpture Walk and maintenance of City-owned public art pieces. He asked about the cost of maintenance projects.

**C. Arts & Culture Commission Presence at Sculpture Walk Capstone Event on June 25, 2025.**

Chair Nolan stated that the Arts & Culture Commission previously discussed hosting a table at this event. Commissioner Guida Foos reviewed the anticipated event schedule. She suggested a City of Red Wing branded table. Staff Liaison Kvanbek indicated that tables and tablecloths are available to borrow. Chair Nolan and Commissioners Rogers and Mendoza volunteered to assist with this event. Handouts were discussed, including ACC business cards, an updated Economic Impact Report, and the new Sculpture Walk brochure. Staff Liaison Kvanbek stated that the event will be noticed as a public meeting. A potential art activity or informal survey was discussed. It was suggested to provide information about the Arts & Culture Commission and its work. The potential use of a QR code was discussed. Chair Nolan commented regarding existing website resources.

A motion was made by Commissioner Rogers to host a table at the Sculpture Walk capstone event on June 25, with volunteer staffing to be provided by Arts & Culture Commission members. The motion was seconded by Commissioner Granlund, a vote was conducted, and the motion carried unanimously.

A motion was made by Commissioner Guida Foos to approve a budget of up to \$100 toward supplies for this event. The motion was seconded by Commissioner Mendoza, a vote was conducted, and the motion carried unanimously.

Event volunteer responsibilities were discussed. A button-making activity using the ACC logo was discussed. Mayor Iocco suggested seeking approval from Michelle Leise.

A motion was made by Chair Nolan to create a button design featuring the Arts & Culture Commission logo, pending approval by Michelle Leise, along with three other button designs to include the phrases "I love public art," "I love the Sculpture Walk" and "What would an artist do?" The motion was seconded by Commissioner Rogers, a vote was conducted, and the motion carried unanimously.

Staff Liaison Kvanbek commented that City staff can provide assistance with designing and printing handouts.

#### **D. Website Update Recommendations.**

Commissioner Rogers summarized communication by the Marketing Committee related to website updates. She reviewed current website information and proposed website information. Chair Nolan suggested providing links to culture-related videos that are available on the City's YouTube channel. It was suggested to ask City staff to assist with this process. Other components of the website design were discussed.

Commissioners Guida Foos and Mendoza suggested adding information relating to recent public art projects, public art gifts to the City, and the PAPA (Public Art and Placemaking Application) process. Chair Nolan provided suggestions for the "About Us" section of the website. Commissioner Granlund suggested adding this topic to a future workshop agenda.

### **9. Communication Items**

#### **A. Southeastern Minnesota Arts Council (SEMACE) Grant Application Status.**

Commissioner Guida Foos reported that the City of Red Wing Arts & Culture Commission was awarded a \$10,000 grant toward the 2026 Sculpture Walk program. She discussed how these funds will be utilized to help support marketing activities along with celebrations and programming. Chair Nolan clarified that the \$12,000 that was allocated from the Municipal Arts Fund will go toward the cost of leasing the sculptures. Commissioner Guida Foos commented that information regarding the grant and the project budget will be included in the agenda materials for the next ACC workshop.

#### **B. Arts Microgrant Program – 2025 Campaign Plan.**

Commissioner Mendoza referenced past ACC discussion of a microgrant program and summarized an updated arts microgrant program 2025 campaign proposal.

Commissioner Mendoza stated that she reviewed information with the ACC Finance Committee and received helpful feedback. She provided an overview of the program and discussed goals and objectives. She stated that the microgrant application process would fit well with the current PAPA process. She noted that the proposed program aligns with both the Arts & Culture Commission Strategic 5-Year Plan and with Chapter 10 of the City of Red Wing 2040 Plan.

Commissioner Mendoza reviewed a Mission Statement for the microgrant program.

Commissioner Mendoza reviewed potential next steps in terms of planning and development of the program, including establishing a Grant Committee, exploring avenues for fundraising, and defining the program structure. Chair Nolan requested feedback from ACC members relating to the sample application that was included in the agenda materials. Commissioner Mendoza also recommended discussion of potential program funding sources and provided suggestions in this regard. She referenced information pertaining to comparable community art initiatives. She reviewed feedback from Commissioner Guida Foos related to a potential program soft launch.

Chair Nolan commented regarding the sample application, noting that there is still work to be done in terms of reporting standards.

Commissioner Guida Foos commented regarding the complexity of the sample application and provided suggestions for removing barriers and simplifying the application process. Commissioner Rogers expressed agreement with this feedback, stating that a micro-grant should require a micro-application.

Commissioner Mendoza reviewed an online microgrant program application from the Sioux Falls Arts Council. Chair Nolan suggested using this application as a model. Commissioner Mendoza described the proposed program as a way to support more robust arts and culture programming.

Commissioner Guida Foos suggested further work in terms of defining the program structure, grant award amounts and criteria, and funding sources.

Commissioner Mendoza stated her intention to create a simple framework for the program, noting a desire for the ACC to work together to design a program that will best work for the community. She encouraged feedback and suggestions from ACC members. It was suggested to add this topic to a future workshop agenda.

Commissioner Stone asked whether artists would need to present their applications during a public meeting of the ACC. Chair Nolan referenced the PAPA process. Commissioner Guida Foos suggested researching whether a committee could review applications and provide recommendations to the ACC.

**C. Commissioner Comments.**

Chair Nolan summarized topics of discussion during future workshops, including discussion of ways to support cultural events, further discussion of website updates, discussion of design criteria for the percent for the arts program, and further discussion of the microgrant program. Chair Nolan suggested adding the website discussion and the cultural event discussion to the June workshop agenda. Chair Nolan suggested further work on the microgrant program design, in order to present it to the City Council by the end of the year. Commissioner Mendoza stated that she will continue to work on the program details in the interim.

Commissioner Granlund asked about the committee structure and quorum considerations. Staff Liaison Kvanbek clarified that committees would be limited to four members. She discussed the public meeting notification process for community events. Commissioner Stone referenced additional information in this regard. Staff Liaison Kvanbek discussed email communication.

**D. Announcements.**

Chair Nolan and Commissioner Guida Foos discussed upcoming community events.

**10. Adjournment**

Chair Nolan adjourned the meeting at 7:00 p.m.