

DIVISION 4. - ARTS AND CULTURE COMMISSION

Sec. 2-356. - Arts and culture commission.

The City of Northfield hereby establishes an arts and culture commission to advise the city council on the development of arts and cultural activities, organizations and facilities in Northfield.

(Ord. No. 855, 1-8-2007)

Sec. 2-357. - Purpose.

The purpose of the commission shall be to assist Northfield in becoming a community in which arts and cultural activities:

- (1) Are recognized as vital components of community life that are worthy of investment and support from the public, private and non-profit sectors;
- (2) Are valued and promoted for their economic benefits and development potential, especially in the downtown;
- (3) Include new ethnic groups in Northfield's identity and sense of community;
- (4) Represent an integral part of Northfield's educational mission and programs for young people;
- (5) Engage the talents and involvement of retirees and senior citizens;
- (6) Develop a wider array of opportunities for collaboration between faculty and student artists at the two colleges and community artists; and
- (7) Cooperate to enhance the public perception of Northfield's identity and quality of life in the community itself, the surrounding region, and beyond.

(Ord. No. 855, 1-8-2007)

Sec. 2-358. - Responsibilities.

The commission shall be advisory to the city council and its responsibilities shall include the following:

- (1) Develop, update, and recommend to the council a city mission, public agenda and strategic plan for arts and culture in Northfield;
- (2) Provide leadership for completing the comprehensive plan sections regarding civic arts and culture goals and planning, and providing input for plan revisions;
- (3) Leverage individual, corporate, foundation and city funding for arts and cultural activities;
- (4) Facilitate collaboration and joint planning among public and private agencies involved with related issues such as economic development, tourism, and arts education;
- (5) Provide support in the planning, acquisition and/or development of land and facilities by the city as needed to support Northfield's arts and cultural activities and organizations, and the development of affordable studio space and housing for individual artists;
- (6) Upon request of the city council, develop and advocate design standards for city facilities, public areas, and private development, which represent a coherent image of Northfield as a place of unique aesthetic, architectural, and cultural identity;

- (7) Plan and advocate funding for the installation of public art in Northfield that enhances the city's appearance and artistic appeal; and
- (8) Foster inclusive and cross-cultural activities to help build community as Northfield continues to become more diverse.

(Ord. No. 855, 1-8-2007)

Sec. 2-359. - Membership.

- (a) The commission shall initially consist of seven volunteer members, who shall serve without financial compensation. The commission may be expanded to up to nine members at any time by resolution of the council. In addition to the seven regular commission members, there shall be one youth voting member and one youth ex-officio non-voting member on the commission.
- (b) Members shall be appointed by the mayor, with the approval of the city council. Members may be removed at the discretion of the mayor and council.
- (c) Members shall be appointed from each of the following sectors of the community, if possible:
 - Arts and cultural organizations.
 - Carleton and St. Olaf Colleges.
 - Local schools.
 - Business community.
 - Independent artists.
 - Community at large.
- (d) Members shall serve for three-year terms, except as otherwise provided herein with respect to youth members. Terms shall begin on January 1 and end on December 31, provided that a member shall continue to serve until a successor is appointed. An appointment to fill a mid-term vacancy shall be made by the mayor for the duration of the term. The youth commission members shall be high school aged, grades nine through 12. The youth commission members shall be appointed for one-year terms in the same manner as other members of the commission. Youth commission member terms shall commence June 1 and expire the following May 31.
- (e) Members who serve three consecutive terms, not including a partial term due to appointment to fill a vacancy, shall be ineligible for reappointment for one year following the completion of their third term.

(Ord. No. 855, 1-8-2007; Ord. No. 943, 2-19-2013; Ord. No. 961, § 2, 9-16-2014)

Sec. 2-360. - Officers and their duties.

- (a) At the first meeting of each year, members of the commission shall select by majority vote a chair, vice chair, and secretary to serve until the end of that year and until a successor is chosen.
- (b) The chair shall:
 - Set the agenda and preside at meetings of the commission.
 - Call additional meetings as needed.
 - Assign duties to commission members.

- Arrange meetings with other commissions, boards, and organizations from the public, private and non-profit sectors as needed.
 - Communicate with the city council and staff as needed.
 - Provide overall leadership to the commission in carrying out its purposes and responsibilities.
- (c) In the absence of or at the request of the chair, the duties of the chair shall be performed by the vice chair, and in the absence of both the chair and vice chair, by the secretary.
- (d) The secretary shall keep minutes and maintain permanent records of every meeting of the commission, and shall submit minutes for approval at each successive meeting. The secretary shall serve as correspondent for the commission. Copies of the minutes of all meetings shall be filed with the city clerk.

(Ord. No. 855, 1-8-2007)

Sec. 2-361. - Meetings.

The commission shall meet at least monthly and as otherwise determined by the chair. A regular meeting may be cancelled by the chair or a majority of the commission.

(Ord. No. 855, 1-8-2007)

Sec. 2-362. - Quorum.

For the transaction of business at any meeting of the commission, a quorum consisting of at least one-half of all members shall be required.

(Ord. No. 855, 1-8-2007)

Sec. 2-363. - Staff support.

A city staff member shall act as liaison to the commission, provide staff support, and help get recommendations of the commission on the agenda for consideration by the city council when necessary.

(Ord. No. 855, 1-8-2007)