

Arts and Culture Commission Work Plan 2019			
*Meetings 2nd Monday of every month, 4:30-6:00 pm			
Month	Mtg. Discussion Items	Mtg. Motions	Action Items
January	Confirm details and launch publicity for sidewalk poetry competition	Seat new appointees	Liv. Treasure Press release
	Website updates: Art in City Hall, Economic Impact report from MCA, Poet Laureate	Elect officers	Launch publicity for sidewalk poetry competition (posters, PR, emails)
			BJF--recap at CC
			NN--BJF and Cynthia
			Living Treasure Award Ceremony
February	Determine delegates to Arts Advocacy Day in St Paul		SEMAC HS sculpt grant prep
	Choose board/commission liaisons		Receive Sidewalk Poetry submissions (Library)
	Choose sub committees		
March	Revisit 1% for the Arts Ord.		Review poems for eligibility
	SEMAC HS Sculpture Grant		Judge poems
	City Council--adopt cultural plan		Arts Advocacy Day, St Paul (March 12)
			Creative Placemaking Workshops (March 8 & 9)
			Cultural Plan @ City Council
			Call for Art in City Hall
			NN--BJF (with Mark G) on Sidewalk Poetry
April	Celebrate Sidewalk Poetry winners		SEMAC HS sculp. grant due April 1
	Poem in Your Pocket Day		Sidewalk Poetry Winners PR: Press release, publish poems, KYMN program
	CC Presentation in May		Uninstall/Reinstall Art in City Hall
	Form rest of Cultural Plan subcommittees		Poem in Your Pocket Day--April 18
			Prep for CC Presentation

May	Report to City Council	Approve changes to LT award process and procedure, if needed	Begin canvassing for sidewalk poetry locations NN--Ann & Hannah (youth/HS arts)
June			Begin installation of new poems We Are Water (June 29)
July	Kiosk unveiling ceremony		Capstone event prep NN--Alyssa (Update on Cultural Plan/Placemaking)
August	Annual Retreat (if needed) SEMAC grant preparations		Capstone Event Sidewalk Poetry
September	LT award timeline and tasks SEMAC grant proposal		SEMAC grant preparations Ask for nominations for Living Treasure Award Update city-wide sidewalk poetry map Call for Art in City Hall Prep for CC Presentation(s) NN--Jill (Art in City Hall)
October	Report to City Council Strategic Planning/Goals ACC Recruitment		SEMAC Grant appl. Due 1st LT Award prep--space, BAM, etc. Uninstall/Reinstall Art in City Hall
November	Succession planning (2 years out) Goals for 2020		Living Treasure Award selection NN--Alyssa (Public Art--1%, kiosk, banners, etc.)
December		Approve Goals for 2020	Liv Treas Plaque and Certificate Launch publicity for Liv Treas award
Color Codes	Living Treasure Award Art in City Hall HS Sculpture Sidewalk Poetry Public Art Awareness and Advocacy		