

**DRAFT MINUTES OF THE ARTS COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Wednesday, January 14, 2026

Commission Meeting: 3:00 PM

Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER Vice Chair Jones called the meeting to order at 3:05 PM

ROLL CALL OF COMMISSION MEMBERS

Present: Commissioner Lee, Vice-Chair Jones, Commissioner Wilder, and Commissioner Wright.

Absent: Chair Saterfiel. A Quorum was present.

Also in attendance: Amber Smitham, Clerk and Lisa Ailport, City Administrator, filling in for the Liaison joined at 3:17 PM.

PLEDGE OF ALLEGIANCE Vice-Chair Jones led the pledge of allegiance.

Vice-Chair Jones wanted to acknowledge Chair Saterfiel and the recent loss of her husband of 28 years, Roger Saterfiel. He was a community servant, who served on Hayden City Council for 16 years as well as on the Hayden Planning and Zoning Commission. He also worked for Kootenai County for 32 years. She shared her condolences and had a moment of silence to honor him.

ADDITIONS OR CORRECTIONS None.

1. **CONSENT CALENDAR** **All items on the Consent Calendar are Action Items**

A. Approval of the Regular Meeting Minutes for December 3, 2025, Commissioner Lee moved to approve the Regular Meeting minutes for December 3, 2025. Commissioner Wilder provided the second. Voice Vote: All in favor. None opposed. Motion carried.

2. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**

Shelly Rosenberger, developer of Marks Ranch, shared with the Arts Commission they are incorporating old farm equipment found on the property into art pieces for the new housing development. She and her husband want to honor the history of the ranch as well as the history of Hayden. Tyree Riggs is the artist who will be creating the art pieces ranging from old chains, rusted tractors, plows and cultivators. The artist created concepts for an old antique water tower to be a feature near the entrance of the neighborhood. Bill Breezy was also in the audience, he introduced himself to Shelly as the Vice-Chair of the Hayden Historic Commission and invited her to attend one of their meetings.

UNFINISHED BUSINESS

A. **ACTION ITEM** Public Art Survey The survey has only received a few responses thus far and the Commission members were encouraged to spread the word on it. The Commission would like to put an end date on the survey for March 6, 2026.

B. **ACTION ITEM** Artist Reception for Hayden Gallery Featured Artist Commissioner Wilder is creating a reception flier for the event. The Commission members will take over the supply list to relieve Chair Saterfiel of her portion of it. Commissioner Wilder will also be reaching out to the Coeur d Alene Arts Commission to see if they would like to participate in the event.

- C. **ACTION ITEM** Come Together Bench Program Vice-Chair created a Call to Artist for the Come Together Bench Program. The Commission discussed what should be included in the flyer. Discussion followed over the original requirement of incorporating a native bird. The Commission would like the focus to be on nature and North Idaho culture. The City Administrator informed the Commission there are plans for renovations in McIntire Park, and the building storing the benches may not be available by next winter where they planned to have the artists paint them.
- D. **ACTION ITEM** T-Mobile Grant Opportunity Vice-Chair updated the Commission that she received a letter of support from Stancraft and encouraged the Commission to approach businesses who may be willing to write a support letter for the grant opportunity. She has a sample letter she would like to send out to the other Commission members.
- E. **ACTION ITEM** 2026 Family Fall Fest The Commission discussed the format of the fall event, structure, and if polka was going to remain the focus of the youth program aspect of the event. The City Administrator reiterated the \$2,000.00 in the budget has remained earmarked for a youth event. The City Administrator distributed a copy of the Arts Commission Ordinance that provided the charter, and mission of the Arts Commission, The Commission would like to put this item on the February agenda.

3. NEW BUSINESS

- A. **ACTION ITEM** 2026 Arts Commission Projects & Events The Commission discussed the current projects which include the Come Together Bench Program, Grant opportunities, 4th Street Retaining Wall, Hayden City Hall Featured Artist, Youth Performance Art Program, Future Roundabout Art, Hayden Arts Commission Logo, and would like to continue with those. The Commission would also like to participate in the Friday Night Frights, and Hayden Lights Parade. At a future meeting, they may decide to participate with a booth at Hayden Days and Arbor Day.
 - B. **ACTION ITEM** Arts Commission Budget The City Administrator explained how the budget for the City of Hayden works in general, and regarding the Arts Commission, to help them consider requests for the next fiscal year budget. She encouraged them to determine what projects they would be working on that would require city funds for approval.
 - C. **ACTION ITEM** Appoint Chair and Vice-Chair for 2026 There was a brief discussion over the roles and responsibilities of Chair and Vice-Chair. Commissioner Lee made a motion to nominate Vice-Chair Jones to the position of Chair and Chair Saterfiel to Vice-Chair. Commissioner Wilder seconded the motion. Voice Vote: All in favor. None opposed. Motion carried.
 - D. **ACTION ITEM** Snowman Photos for Community Engagement Commissioner Wright created a document outlining the information for the Snowman Community Engagement. The information will be forwarded to the Liaison, who will create a flyer for it and get it on social media and the city website. The purpose would be to encourage community involvement with silliness and fun.
 - E. **ACTION ITEM** Arts Commission to Report to City Council The Vice-Chair will either present to Council at the next council meeting or prepare a written report if she is unable to attend.
4. **REPORTS** The Clerk let the Commission know there is a need for an additional Hayden City Hall Featured Artist to display art for the second quarter.
5. **ADJOURNMENT** **ACTION ITEM** Commissioner Wright made a motion to adjourn; Commissioner Lee seconded the motion. Meeting adjourned at 4:50 PM.

Amber Smitham, Clerk