

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

Wednesday, December 3, 2025

Commission Meeting: 3:00 PM

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

CALL TO ORDER Chair Saterfiel called the meeting to order at 3:03 PM. The Chair announced the newest Commission Member, Shana Wright. Commissioner Wright has been a Hayden resident since 2022 and has decided to commit to calling herself an artist, she appreciates the arts and sees beauty in the everyday. She wanted to join the Hayden Arts Commission to give back to the community and city that she loves so much.

ROLL CALL OF COMMISSION MEMBERS

Present: Chair Saterfiel, Commissioner Lee, Vice Chair Jones at 3:15, Commissioner Wilder, and Commissioner Wright.

Absent: None. A Quorum was present.

PLEDGE OF ALLEGIANCE Commissioner Lee led the pledge of allegiance.

ADDITIONS OR CORRECTIONS None.

1. **CONSENT CALENDAR** **All items on the Consent Calendar are Action Items**
 - A. Approval of the Regular Meeting Minutes for November 5, 2025, Commissioner Wright moved to approve the Regular Meeting minutes for November 5, 2025. Chair 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)**

None.
3. **UNFINISHED BUSINESS**
 - A. **ACTION ITEM** Public Art Survey The Liaison will present the survey to City Council for support and approval. She will email a copy of the survey out to the Arts Commission for their reference.
 - B. **ACTION ITEM** Hayden Arts Commission Logo This project was presented to City Council for approval and support. The City Council approved the project. Legal council has stated the artist is not able to release the rights to the art to the City of Hayden. However, the City can still use the artists design for a logo. The information will be shared through social media, the city website, a press release as well as through the school system's program called "peach jar". The Chair has an email contact to connect the homeschool community for this opportunity as well. The deadline for entry into the contest will be in March of 2026.
 - C. **ACTION ITEM** T-Mobile Grant Opportunity The Commission would like to title the project "Hayden Gateway Mural" for the 4th Street mural as well as highlight the fact that the roundabout provides the only public access to Honeysuckle Beach. The Commission went over each question in the application. They would also like to have public input on design for the project as Calls to Artist come in. The next step is to get letters of support for the grant. The Vice-Chair will forward her draft letter to the Liaison, and she will then get them to the other commission members.

- D. **ACTION ITEM** Come Together Bench Program The Vice Chair will get the information for the Call to Artist to the Liaison and she will create a form for it. Once the flyer and form is created, it will be available to the public.
 - E. **ACTION ITEM** Dusk to Dawn Signs The Chair reached out to Tims Engraving in Hayden, he gave her a quote of \$50.00 for the signs. Commissioner Wright made a motion to approve the expenditure for up to \$50.00 for the Dusk to Dawn signs. Commissioner Lee provided the second. Voice Vote: All in favor. None opposed. Motion carried.
 - F. **ACTION ITEM** Hayden Lights Parade Vice- Chair Jones was able to find hay bales to be used on the float. She will coordinate with Chair Saterfiel and Commissioner Lee to get them delivered. Several students from North Idaho Expedition Academy (NEXA) will also be participants on the float. The Arts Commission has agreed to let them hang their banner on the float for the parade. The Commission members will meet on Friday, December 5th to decorate the float.
 - G. **ACTION ITEM** Public Art Criteria The Liaison combined the public evaluation criteria with the public art policy to create the public art criteria. It is currently being reviewed by the City Council.
4. **NEW BUSINESS**
- A. **ACTION ITEM** Artist Reception for Hayden Gallery Featured Artist The Arts Commission would like to have an artist reception for the 1st Quarter Artists in 2026. The featured artists will be several artists from the Coeur D Alene Artist Association. The Commission would like to have the event at City Hall from 4:00-6:00 PM on January 20, 2026. Chair Saterfiel and Commissioner Wilder will be the liaisons for the first quarter and will coordinate with the Coeur D Alene Arts Commission for the event. The Commission would also like to implement this for each quarter. In the future, the event will likely take place at a local venue. They would like to partner with Hayden businesses and restaurants for the Artists Reception.
5. **REPORTS** The Liaison let the commission know fabric paint has been donated to the commission. Commissioner Wright and Chair Saterfiel will take it to NEXA and test the bottles out to determine the condition of it. Commissioner Wright suggested the community sending pictures of their snowmen to City Hall for community engagement; and boosting the Arts Commission presence on social media.
6. **AGENDA ITEMS FOR UPCOMING MEETINGS** 2026 Project list, Snowman Community Engagement, Appoint Chair and Vice Chair.
7. **ADJOURNMENT** **ACTION ITEM** Meeting adjourned at 4:55 PM.

Amber Smitham, Clerk