

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

Wednesday, June 4, 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 3:36 PM

ROLL CALL OF COMMISSION MEMBERS

Present: Chair Saterfiel, Vice Chair Jones, Commissioner Cummings, Commissioner Carlson, Commissioner Lee. Commissioner Lee departed at 4:20 PM

Absent: A Quorum was present.

PLEDGE OF ALLEGIANCE Chair Saterfiel 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 Workshop Meeting Minutes for May 7, 2025
 - B. Approval of the Regular Meeting Minutes for May 7, 2025
Chair Saterfiel made a motion to approve the Workshop Meeting Minutes from May 7, 2025, as well as the Regular Meeting Minutes from May 7, 2025. Commissioner Carlson seconded the motion.
The members present were all in favor. None opposed.
2. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**
None.
3. **UNFINISHED BUSINESS**
 - A. **ACTION ITEM** **Hayden Arts Commission Logo** The Liaison shared that the city council will need to approve the final logo design. The commission would like to have community involvement on the logo. The criteria will include 3 colors, "Hayden Arts Commission" in the design, and it has to be an original design. The design must be submitted on paper as well as in a jpeg with 200-400 pixels minimum. They would like it to include a design that is related to Hayden. Vice-Chair Jones will contact North Idaho College's graphic design department to get their input on criteria for the logo. Chair Saterfiel will contact two other individuals she knows to get criteria as well and share at the July meeting.
 - B. **ACTION ITEM** **T-Mobile Grant** City council approved the arts commission to apply for the T Mobile grant. Commissioner Cummings will be working on the grant in collaboration with Vice-Chair Jones. Vice-Chair Jones will draft a letter for community leaders in support of the grant. The commission would like to apply for the 3rd quarter deadline.
 - C. **ACTION ITEM** **Public Art Survey** Vice-Chair Jones got her computer repaired and re-created the survey questions and put them in 3 different formats to present them to the commission.
4. **NEW BUSINESS**
 - A. **ACTION ITEM** **Criteria for Donated Art** Currently, when city council is presented with donated/public art they do not have any criteria to evaluate it or any standards to go by. They are looking for guidance from the Hayden Arts Commission on what should be taken into consideration. The Chair and Liaison found the criteria Sandpoint and Coeur d Alene use as a

guide. Once created it can be used as a policy for the Call to Artists as well. The Commission's focus would include but not to: structural integrity, long term maintenance, desired geographic location, artistic quality, original, theme, content, context, public safety, media, performance, and showing a great deal of variety.

5. **REPORTS** The liaison shared upcoming city events such as Dog Days of Summer, movie in the park, and the bike rodeo. She also shared Council is setting the budget for the next fiscal year and will inform the commission if there are any changes to their budget. Chair Saterfiel reached out to the Dusk till Dawn artist about refinishing the signs and he said he will send a proof to the liaison. The Chair would like to give the original artist a one month deadline and if he is unable to complete the project, she has found a local person who can refinish the signs.
6. **ADJOURNMENT ACTION ITEM** Chair Saterfiel motioned to adjourn the meeting. Commissioner Cummings seconded the motion. Meeting adjourned at 4:33 PM

Amber Smitham, Clerk