

**AGENDA 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  
ROLL CALL OF COUNCIL MEMBERS  
PLEDGE OF ALLEGIANCE  
ADDITIONS OR CORRECTIONS**

1. **CONSENT CALENDAR** *All items on the Consent Calendar are Action Items*
  - A. Approval of the Regular Meeting Minutes for November 5, 2025

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

Wednesday, November 5, 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 3:01 PM. The Chair announced the newest Commission Member, Shiree Wilder. Commissioner Wilder shared her involvement with the arts in the area. She has been an artist all of life and founded the North Idaho Inspiring Artists Club at North Idaho College, she also loves using art for the benefit of the community.

**ROLL CALL OF COMMISSION MEMBERS**

**Present:** Chair Saterfiel, Commissioner Lee, Vice Chair Jones at 3:05, and Commissioner Wilder

**Absent:** None. A Quorum was present.

**PLEDGE OF ALLEGIANCE** Audience Member, Shana Wright, 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 October 1, 2025, Commissioner Lee moved to approve the Regular Meeting minutes for October 1, 2025. Chair Saterfiel 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** Criteria for Public Art There is no update on this item currently.
  - B. **ACTION ITEM** Public Art Survey Vice Chair Jones reviewed the Public Art Survey for the Commission. They finalized the necessary changes. Vice Chair Jones made a motion to approve the Public Art Survey with corrections and recommend to City Council for their approval. Commissioner Lee provided the second. All in favor. None opposed. Motion carried.
  - C. **ACTION ITEM** Hayden Arts Commission Logo The Liaison created a flyer for the contest as well as a document that provides more information on the project The Commission discussed minor changes to the flyer and document. It will go forward to City Council for approval of their support. Vice Chair Jones made a motion to approve the Hayden Arts Commission Logo documentation with corrections, and a recommendation to City Council for their support and approval. Commissioner Lee seconded the motion. All in favor. None opposed. Motion carried.
  - D. **ACTION ITEM** T-Mobile Grant Opportunity The Commission would like to apply for this grant to be used for a mural on 4<sup>th</sup> Street. The Commission will need 3 letters of support from the community. They discussed the call to artist process for mural work and what the options are for selecting an artist. The Vice-Chair will continue to work on a draft call to artists for the project. The Commission would like to submit the application for the 1<sup>st</sup> Quarter in 2026. The Commission would like to apply for up to \$20,000.00 in grant funds to cover the cost of supplies, artist fees and any necessary preparation for the mural.

- E. **ACTION ITEM** Hayden Lights Parade The participating commission members will collaborate on planning decorations for the float. They will be meeting at Commissioner Lee's residence on December 5<sup>th</sup> for the Hayden Lights Parade on December 6<sup>th</sup>.
  - F. **ACTION ITEM** 2026 Family Fall Fest The Commission would like to put this item on the agenda for December.
  - G. **ACTION ITEM** Come Together Bench Program Vice Chair will send the Call to Artist details to the Liaison. The Liaison will create a flyer for the public to submit their design concepts.
  - H. **ACTION ITEM** Dusk to Dawn Signs The Chair reached out to Tim's Custom Signs and they will give her a quote on new signage. She will also reach out to some other local companies for a quote.
4. **NEW BUSINESS**
- A. **ACTION ITEM** 2026 Meeting Calendar The Commission would like to change the meeting day to the 2<sup>nd</sup> Wednesday of the month and keep the meeting time at 3:00 PM. Vice Chair Jones motioned to approve the 2026 Meeting Calendar for the Arts Commission to the 2<sup>nd</sup> Wednesday of the month at 3:00 PM. Commissioner Wilder seconded the motion. Voice Vote: all in favor. None opposed. Motion carried.
  - B. **ACTION ITEM** Hayden City Hall Gallery Featured Artist The Commission was presented with an application from artists, Mark & Sharon Cruson. Their art is sculpture in resin, wood, plaster and bronze. Discussion followed over locations for the art pieces as well as confirming with the Coeur D Alene Arts Association on the 1<sup>st</sup> Quarter in 2026. Vice Chair Jones made a motion to approve the application for Mark & Sharon Cruson for the 2<sup>nd</sup> or 3<sup>rd</sup> Quarter in 2026. Commissioner Lee provided the second. Voice Vote: All in favor. None opposed. Motion carried.
  - C. **ACTION ITEM** City Hall Gallery Liaison Chair Saterfiel will be the Hayden Art Gallery Liaison for the 1<sup>st</sup> Quarter for 2026. Commissioner Wilder will do the 2<sup>nd</sup> Quarter, and Commissioner Lee will be Liaison for the 3<sup>rd</sup> Quarter. Since the 4<sup>th</sup> Quarter is reserved for City Staff and Elected Officials, there is no need for a Liaison.
5. **REPORTS** The Liaison shared that the Hayden Newsletter went out. She also shared the City is working with a consultant for the Hayden Avenue and Huetter intersection. Which may include a roundabout. The Liaison has requested if the design concept is a roundabout to have it designed to allow for future art.
6. **ADJOURNMENT** **ACTION ITEM** The Vice Chair motioned to adjourn the meeting. Chair Saterfiel seconded the motion. Meeting adjourned at 4:34 PM.

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Amber Smitham, Clerk

2. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**
3. **UNFINISHED BUSINESS**
  - A. **ACTION ITEM** Public Art Survey
  - B. **ACTION ITEM** Hayden Arts Commission Logo
  - C. **ACTION ITEM** T-Mobile Grant
  - D. **ACTION ITEM** Come Together Bench Program
  - E. **ACTION ITEM** Dusk to Dawn Signs
  - F. **ACTION ITEM** Hayden Lights Parade
  - G. **ACTION ITEM** Public Art Criteria
4. **NEW BUSINESS**
  - A. **ACTION ITEM** Artist Reception for Hayden Gallery Featured Artist
5. **REPORTS**
6. **AGENDA ITEMS FOR UPCOMING MEETINGS**
7. **ADJOURNMENT ACTION ITEM**