

## **Minutes from Cultural Arts Commission Meeting**

August 21, 2001

Approved

The meeting was called to order by Sterling Fox, council liaison to the Cultural Arts Commission (CACom.). Present at the meeting were;

Sara Abel	Robin Hood Theater Association
Soulayvanh Beisel	Resident
Sue Hall	Resident
Tara Jones	Resident
Rosemary Wiley	Resident
Colleen Reed	Sherwood Institute for Sustainability
Don Genasci	Architect

City Representatives present were;

Sterling Fox	Council Liaison
Cynthia Warmenhoven	Staff
Ross Schultz	Staff

The meeting was called to order at 7:10.

The group was informed that Sondra Pearlman would not be in attendance. The group then introduced themselves and discussed their backgrounds.

Adjustments to Agenda were made, item 4, Don Genasci was moved to item 6. Item 6, City Manager "Action Item requests" was moved to item 4.

Item 4.5 was created: Proposed Robin Hood Theater Renovations.

Review of minutes from previous meeting, with a correction made to the spelling of Kris Hitchcock and corrections made to spelling of commission member on the roster. Minutes were approved.

Ross presented a copy of "Adoption of Performing Arts Strategy" prepared by former City manager, John Morgan and presented to Council April 24, 2001. This is the strategy currently in place for the commission to work from. Ross made a brief introduction of "Introduction of Cultural Arts Commission Process". Ross also brought to the attention of the commission, the fact that "Public Input" did not connect with "Staff Proposals". Public input was to come through the CAC and filter through to Staff. Ross noted that other commissions worked in a similar fashion. This model would be tried and adjusted as needed by the CAC. See handout. Ross also explained each area of the process.

Sara Abel asked about the process of motion adoption, Sterling & Ross noted this was an informal meeting and adoption motions were not necessary unless money was involved and then the council would be consulted.

Ross reviewed the list submitted by Tracie Bailey, Building Maint. Coordinator for the City of Sherwood of the Robin Hood Theatre renovations, they were as follows:

- ADA Restrooms
- New carpet in lobby and runner
- Moving the concession counter
- Clean up of the “Moldy” office used by Cynthia.
- Note; Washington County Health Dept. was contacted, they informed that the mold did not pose a health threat.
- Lighting in Lobby
- Tile for restrooms.

Estimate of remodel was approx. \$30,000.00, based on a five year window.

Sterling asked about the current use of the RHT, Cynthia noted at this time it was showing movies 2 nights per week, and was looking towards live performances.

Ross noted there wasn't any money in the Cities budget for this remodel, and it required Council approval. This remodel list will be forwarded to commission members. Ross asked if the CAC wanted to have this remodel request forwarded to Council, Sara Abel moved, Sue Hall 2<sup>nd</sup>, all present commission members were in support of motion.

Ross provided copies of the “Performing Arts Center” budget for 01-02. With the budget for Music on the Green and salaries, it leaves very little for performing arts.

Ross presented Colleen Reed, grant writer for the “Sherwood Institute for Sustainability”, who's purpose is to advance the goals set forth in the “Sherwood Sustainable Vision”. Colleen Reed has been working with the City of Sherwood on projects in six of the seven program areas, identified in the Sherwood Sustainable Vision, including Environmental, Youth Education, our Community, our Neighborhoods, Business in Downtown, and Our Heritage.

Colleen covered “Grant Funding Strategies 8-21-01”refer to handout, also covered in the presentation was a draft of a vision and mission statement along with objectives and an asset map, that could be used for a grant seeking strategy for the Sherwood Cultural Arts Center.

Colleen also noted the “Byron Memorial Grant” for \$200,000.00, submitted in partnership with the Sherwood Police Dept, YMCA and Sherwood School Dist. One major requirement of this grant is a \$66,000.00 cash match. This grant is a “renewal grant”, renewable up to 4 years. The School Dist and the City have agreed to split this cash requirement if the City is awarded this grant. Colleen noted the City had a good chance of this award. See “Benefits for Sherwood Cultural Arts Center” on “Grant Funding Strategies” handout.

Sterling proposed the CAC vote on the following recommendation that the Sherwood Cultural Arts Center join in partnership established with the City of Sherwood police Dept, Sherwood School District and the YMCA in support of the Quantum Opportunity Grant. Sue Hall motioned and Sara Abel 2<sup>nd</sup> the motion, with a unanimous vote of all commission members present. As a requirement of the Grant, space will be allotted on

the first floor of the Old School House (western side of building) for a hi-tech computer lab to advance numerous Goals of the Sherwood Sustainable Vision, including goals that align with Sherwood's Center for Cultural Arts. See "Grant Funding Strategies" handout for more details on benefits experienced by the Sherwood Cultural Arts Center, provided grant is awarded.

Explanation of a "Black Box Theatre" was given as a small theatre, approx 100 seats used for live performances.

Soulayvanh requested a tour of the Old School House, Ross noted to contact Sylvia Murphy in the City of Sherwood administration office for tours, 625-4234. The next CAC meeting will be held at the Old School house with a tour at 6:30, and meeting following at 7pm. Wear your jeans and sneakers.

Don Genasci gave his presentation and samples of drawings for the 1, 2<sup>nd</sup> and 3<sup>rd</sup> floors of the Old School House. He stressed the importance of creating a "professional theatre". Drawings were not handed out. Don will plan on attending the next meeting and give specifics on the building layout ideas.

Sara Abel suggested construction in phases, starting with the Black Box Theatre. Ross noted that construction in phases was a good idea.

Sara Abel also informed the commission of the upcoming schedule of the RHTA. See attached memo from Sara.

Next Cultural Arts Commission Meeting:  
September 12, 2001 at 6:30pm at the Old School House with a tour beginning at 6:30pm and meeting beginning at 7:00pm.

Agenda will be provided shortly before 9/12/01 meeting.