

Agenda
Sherwood Cultural Arts Commission
April 15, 2003 7pm
Old School House

1. Adjustments to Agenda
2. Approval of minutes from January and February meetings
3. PAL Update- response to RFP and future plans (Dusky Steyaert)
4. Saturday Market Presentation
5. Historical Society Update (Shelly Lamb)
6. Public Art Committee
7. Arts Festival Report
 - a. Vendors
 - b. Entertainment
 - c. Advertising
8. New Meeting Location
9. For the good of the order
10. Adjourn

Minutes from Cultural Arts Commission Meeting

April 15, 2003

Approved

The meeting began at 7:00 pm, Present at the meeting were;

Sara Z. Abel
Shelly Lamb
Becky Read

City Representatives present were;
Kristen Carey Staff
Dave Grant City Council
Sandra Burtzos Staff

Guest: Sherwood Historical Society
Shelly Lamb

Guest: Sherwood Saturday Farmers Market
Earl Webber and Tonie Tollen

Meeting called to Order

Dave Grant chaired meeting in the absence of Robyn Folsom, Committee Chair

Adjustments to Agenda

None.

Approval of Minutes

Unable to approve minutes from January 2003 and February 2003, due to the lack of a quorum.

Pal Update-response to Old School House RFP & future plans, Dusky Steyaert

Dave Grant addressed this agenda item in Dusky's absence. Kristen informed the group that Dusky meet with the City Manager regarding the rejection of the PAL RFP, and Dusky would possibly speak at the next SCAC meeting to address future plans for PAL and possibly another proposal for retaining the Old School. Dave informed the group that the City received a total of two RFP's for the Old School House, both of which were rejected by the City Manager. At this time the RFP submission period has not been extended, although the City Manager would still entertain offers.

Saturday Market Presentation

Earl Webber gave an overview of Market history. Tonie Tollen discussed budget needs for this years Market event. See attachment. The location of this years Market was addressed, and Veterans Park was the preferred location. Kristen mentioned the graveled parking lot, formerly the Robin Hood Theater as a possible location option. Tonie, preferred the park location due to shade and comfort of the park. Tonie will speak with RHFA and Cruisin to coordinate the Market event with these other summer events. Becky Read suggested the Rebekah Lodge as another possible location with indoor seating for Market patrons. Veterans Park and the outdoor park feel was still

the preferred location. Upon Tonie explaining their budget needs, she also informed the group that their vendor fee had increased from \$10.00 to \$12.00 to help with Market expenses. They also retained Melody Guy as an opening performer for the 1st Saturday Market of 2003.

Items of priority for the Market, from the Budget list were:

1. Waive the Park fee
2. Porta Potty's
3. Water and electricity
4. Funds to cover entertainment

Kristen to discuss requests with the City Manager and e-mail commission members to approve proposed support of the Market. E-mail address for Sherwood Saturday Farmers Market, SMOC25@hotmail.com

Historical Society Update

Shelly Lamb presented the Smock House site plan. The plan had some minor changes compared to the plan that was approved by Council. The original plan submitted to Council, approved by Council does not allow sufficient space for the tree line. The altered plan will need to have the house moved over, acquiring space that is now the parking lot, approx total of 2 parking spaces. Kristen will discuss the altered plan with the City Manager.

The Historical Society submitted an RFP for the Morback House, they are waiting to hear the results. They are successfully raising funds and working on Grants.

Public Art Committee

Sandra Burtzos, the Landscape Architect for the City of Sherwood addressed this agenda item. Sandra is working on the landscape design of the Oregon Street Round-a-bout and was soliciting ideas and looking for guidance from the Cultural Arts Commission on this project. Becky Read suggested getting Sherwood youth involved in the project or the design of the landscape. Sandra noted she has been in contact with the Sherwood High School Art Teacher to gather ideas and suggestions. Currently Becky Read has offered to participate on the committee, and Sandra received a recommendation from Robyn Folsom to contact Lynn Whitehead as another possible member to this committee.

Arts Festival Report

- A.) Kristen received a list of vendors from RAC. She has sent out approx 400 letters to artists for the Sherwood Arts Festival.
- B.) Kristen received a CD from a local Lake Oswego musician who has offered to entertain for free.
- C.) Poster and post card size notifications are in the process of being created with the assistance of Karen Tasker. Assistance will be needed to distribute the posters, help with vendor placement at the festival, and general setup-volunteering at the festival. Becky Read and Shelley Lamb have volunteered to help. Dave Grant suggested contacting Donna Anderson with Inside Out, her

business deals with a lot of artists and she could possibly have some recommendations for the festival.

New Meeting Location

The May 20th SCAC meeting will be held in the new Community Room at the Sherwood Fire Station at 655 NE Oregon Street, 7:00pm. We are looking into have June and July's meeting at this same location. Commission will be advised at the next meeting.

Dave Grant mentioned he would be giving the City Council an update on the Cultural Arts Commission at the next council meeting to be held on April 22nd.

Meeting adjourned.