

**Agenda**  
**Sherwood Cultural Arts Commission**  
**August 27, 2003 7pm**  
**Sherwood Fire Station (655 NE Oregon Street)**

**Revised Agenda: New Items have been added to the agenda (8/27/03)**

NOTE: Citizens are offered an opportunity to speak on any subject of their choosing other than items on the current agenda.

1. Adjustments to Agenda
2. Approval of minutes
3. Old School House—review proposals and make recommendation to Council
4. Future Theater/Home for Cult Arts
5. 03-04 Budget
6. Historical Society Update
7. Mission statement, brochure, logo
8. Open House/Dessert Night/Public Input night
9. Other
10. Adjourn

## Minutes from Cultural Arts Commission Meeting

August 27, 2003

Approved

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

Robyn Folsom	
Shelly Lamb	
Becky Read	
Bernie Danylchuk	
Barbara Barcal	
Karen Tasker	Not Present
Sara Abel	Not Present
Sondra Pearlman	Not present, resigned position

City Representatives present were;

Kristen Carey	Staff
Dave Grant	City Council
Odge Gribble	Guest (Representing Sara Abel for RHTA and FOOT)

### Meeting called to Order

Robyn Folsom chaired meeting. Robyn noted a quorum has been established.

### Adjustments to Agenda

None

### Approval of Minutes

**Robyn motioned to approve the minutes from July 2003, Bernie seconded the motion, all in favor, motion passed.**

### Old School House

Dave led the discussion on this agenda item. Dave informed the group of the two proposals submitted for the Old School House, one by Woodhaven Community Church and the other by The Quilt Block. The commission members received a handout with side by side comparisons of major points of the proposals submitted. See file for handout. Dave informed the group that the City's legal council advised that the lease option on the Woodhaven Community Church' proposal was a bad idea due to leasing below market value and the separation of church and state. Dave informed the group that the two proposals were quite similar in price and not to worry about price right now, that the building would be appraised and the City would not sell much below the appraised value. Dave informed the group that he spoke on their behalf at the City Council meeting of 8/26/03 and informed the Council that the SCAC was not interested in the building for their purposes. Kristen reminded Dave and the group that earlier in the year when the RFP for the Old School House first went out that the SCAC entertained the idea of submitting an RFP and decided against the idea. Dave thanked the commission members for their assistance with this process of reviewing and recommending a proposal.

Dave addressed the handout and noted the following points re: the Church's proposal:

- Monthly lease option was not a good idea: below market value and separation of church and state, (advise per Legal Council)
- Plans for substantial upgrades to the building. Proposal was very impressive.
- Did not have plans to hold regular church services, therefore parking may not be an issue.
- They wanted the building for mid-week activities, IE arts and crafts classes.
- Commission members believe that parking could be an issue for this size of organization.

The Quilt Block was addressed. Kristen read the letter submitted by The Quilt Block. Discussion followed:

- They are a successful, vibrant business and can bring foot traffic to Old Town.
- They have a monthly Saturday workshop that brings in 100+ people.
- Parking may not be an issue due to the fact that people come and go all day long.
- Shelly Lamb representing the Historical Society thought that the Quilt Block would be a great tie-in and could bring foot traffic into Old Town.
- Upgrades planned for the building were minimal. The Quilt Block believes that the required upgrades to the building are minimal and some of the requirements would not apply to them due to their type of business use. They stated they have met with the City Inspector re: the building requirements, example: the rear building fire escape would not be a requirement for them. The idea of "minimal required upgrades" is Councilman Grants main concern. The required upgrades need to be addressed and City Council needs to be satisfied with the outcome.

Bernie asked for a timeline for the commission recommendations. Dave replied with having the information to City Council at the next Council meeting. It is very possible that the proposals may come back to the commission for additional review and recommendation.

A vote from each commission member was taken for their recommendation on each proposal: They are as noted:

Becky Read-The Quilt Block  
Shelly Lamb-The Quilt Block  
Bernie Danylchuck-The Quilt Block  
Robyn Folsom-The Quilt Block  
Barbara Barcal-The Quilt Block

Dave noted the unanimous recommendation for the Quilt Block. Reasons are:

1. The amount of the foot traffic, adult foot traffic.
2. The fact that the adult foot traffic is not all a point load, it's filtered in over the course of the week.
3. Viability of the industry and the dollars of the industry.
4. The success of the store: they have already shown in the last couple of years.

5. The potential tie in with the needs that are already there.

Ode Gribble as a guest at the commission meeting, representing Friends of Old Town (FOOT), stated that The Quilt Block “fits exactly” for what they (FOOT) were hoping for. The type of people that come to do quilting are the type of people that are interested in antiques and gifts and this type of people would be a major asset for us.

### **Future Theater/Home for Cult. Arts**

Dave addressed this agenda item, asking “What do we (SCAC) want for a Theater”. This question continues to be asked. Dave explained the purpose of the forming of the Urban Renewal Agency: to get the maximum amount of dollars into Sherwood, moneys that can be spent on Capital Projects. Commission members expressed their frustration with SURPAC and how the commission had approached SURPAC in past meetings and informed them of what the SCAC wanted. Discussion followed regarding the request for a facility to accommodate the RHCT and the SCAC and its programs. A facility where the Sherwood School district could partner with the City on a multi-use facility. The School District expressed the desire for this partnership at a prior SCAC meeting. Kristen reminded the group of the proposal the SCAC submitted to SURPAC with an Option A and an Option B, with the thought that a theater would be tied in with the new Library. See file for SCAC’s proposal.

Bernie expressed the needs, in his opinion, for a facility. A multi purpose facility will not work the RHCT. It will not work for an intimate theater. For dramatic theater performances, the top audience attendance is going to be 50-100 max. Bernie also stated with his past 35 years of experience with performing theater, his experience with theater groups that used school facilities, their biggest aim was to get out of the schools. Why? No place to store your stuff, you had to work around the school schedule and the loss of a dramatic setting. The facility would have to be a community facility, run by the community, not a school facility run by the school.

Discussion continued regarding the previously stated requests for a facility. A facility that would seat 100-150 people and was approx 8000 sq. ft. in size, with a minimum ceiling height of 15-18 ft., a stage “in the round” (semi-circle), a back stage area, dressing rooms, green room and a concession area. Dave suggested going back and restating what has already been said. Robyn offered to put together a list “plan” to be presented again. Robyn offered to e-mail the list “plan” to other SCAC members for their input. Dave asked to see the ending result of the list “plan” and a rough estimate of how many times the facility could be used and the type of use. It was suggested to contact Ann Roseberry for her thoughts on a facility.

### **03-04 Budget**

Kristen addressed this item from memory: the SCAC brought in approx \$1500 from the Arts Festival and approx \$1250 from Missoula Children’s Theater. Now the SCAC has approx \$7500 for the year. This current budget year 03-04 the SCAC has \$5000. Kristen was informed that the revenue raised from these events would go back into the SCAC budget. So far this year, all that has been spent is \$756 for the Movies in the

Park. With the other in-kind donations, donations received from In Focus on the projector and The Gathering Place donating their expertise and sound equipment for the Movies in the Park, these items did not cost the SCAC/City anything. The screen was purchased by trading out some of the old equipment from the RHT.

Kristen noted that she received the forms for booking the next MCT performance. Discussion followed regarding charging of fee's, and the possibility of the School District allowing the use of the PAC without charging a fee to SCAC/City. Robyn noted she spoke with Rob Saxton, the Sherwood School District Superintendent re: trying to do this production for free. Bernie noted, in his opinion, MCT should not come back every year: too much of a good thing. Also discussed was putting on performances twice a year, and the best times of the year: The first few weeks following the last day of school and around the Christmas holiday seemed to be the most popular. Kristen to submit the forms for a June 2004 performance, pending receiving information from Robyn. Also discussed was utilization of the workshops provided by MCT as part of the package and the option to purchase additional workshops for \$75: Better advertising of the performance: Having the casts members (children) do a small piece at one of the Music on the Green concerts.

The MCT staff told Kristen that the Sherwood 2003 production was one of the best advertised productions that had ever seen. They also noted that ½ of the productions they put on, the client charges a fee for admissions. They have seen ticket prices as high as \$25 and fees for the participating children.

### **Historical Society Update**

Shelly gave a brief update stating that the Historical Society has met its challenge of collecting \$15,000. They are currently in the process of permits.

### **Mission Statement, brochure, logo**

Agenda item moved to next meeting.

### **Open House/Dessert Night/Public Input night**

Agenda item moved to next meeting.

### **Other**

None

### **Adjourn**

Meeting adjourned at 9pm

### **Next Meeting**

Tuesday, September 16, 7pm. Location to be announced, Fire station community room is not available.