

Agenda
Sherwood Cultural Arts Commission
Tuesday, October 19, 2004
7:00 pm
Sherwood Fire Station (655 NE Oregon Street)

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. Halloween Event
4. Old School House Update
5. Non-profit foundation report/update
6. Council updates
7. Marketing packet update
8. Arts Festival
9. Wine and Cheese Festival
10. Other
11. Adjourn

Minutes from Cultural Arts Commission Meeting

October 19, 2004

Approved

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

Robyn Folsom
Shelly Lamb
Lisa Thoele
Karen Mathews
Marilyn Smith

City Representatives;

Kristen Carey	Staff
Dave Grant	City Council
Lee Weislogel	City Council

Meeting called to order

Meeting was called to order at 7:15 pm.

Adjustments to Agenda

None.

Approval of Minutes

Lisa Thoele motioned to approve the September '04 meeting minutes, Karen Mathews seconded, all in favor. Motion passed.

Halloween Window Painting

Kristen reported that we have 4 people registered for the Halloween Window Painting Contest. Kristen will email Shelly the list of names on Thursday and she will contact the participants and let them know what window they will be assigned for the event. Robyn volunteered to get the prizes and will also bring some drop cloths and tape. Kristen will arrange for the window washer to come in the week after Halloween to clean the windows. Kristen, Robyn and Shelly will be there to work the day of the event.

Halloween in Old Town

Karen showed 3 posters for the Halloween Event. The one with the little girl holding a pumpkin was selected for this year. Karen will get 50 posters and 500 flyers made.

The movie has been selected for the Halloween event. It will be *Ella Enchanted*. Kristen has ordered the film. The movie will be held at the Rebecca Hall. We will put a sandwich board out front advertising the movie and decorate with balloons. Robyn will coordinate the concessions for the movie.

Lisa is going to get the pumpkins for the event, It was decided that we will use permanent markers instead for paint to decorate the pumpkins. Kristen will pick up the markers.

Robyn will check with the merchants about trick or treating in Old Town. Karen offered to make signs that say “trick or treat” for the merchants who are going to participate in the trick or treating.

Kristen will arrange for 2 10x10 tents and look into tables. The group discussed possibly purchasing tables.

Old School House Update

Dave met with Ross to discuss the Old School. At this point council is not moving forward with the idea to tear down the Old School to put in a Round-a-bout. Dave also discussed the business plan with Ross and passed out a proposed outline for the business plan. (see attached). Dave said that he felt this business plan could be fairly concise and to the point. Robyn mentioned that she felt that at some point we would need a very thorough business plan that would accurately reflect projected revenue and expenses. She wants to be sure that we are being honest with ourselves and council as to what we may be getting ourselves into. Dave asked that input regarding the business plan be emailed to him. Council is awaiting a business plan from us and Dave will take the lead on this. The goal is to go before council on November 9.

The status of the Sherwood Institute for Sustainability was brought up and the idea that instead of the SCAC group forming their own 501C3 they could take over the Institute for Sustainability's and use theirs. The group discussed the pros and cons. Lisa mentioned that she felt we would be better off starting from scratch. The group decided we need to look into these two options further but does want to pursue a 501CS (be it the Institute or our own) and feel that this would open up some funding options. Lisa mentioned that we needed a very clear mission statement to use for grants and applications. More discussion followed.

Next month we will continue the discussion on the foundation and what the focus would be. In the meantime Shelly is going to gather information on the Institute for Sustainability and Lisa is going to further research forming a 501C3.

Art Festival/ Wine and Cheese Event

Carried forward until next meeting.

Other

Karen reported on the Sisters Art and Craft Festival. Said they have 250 volunteers to run the event and that it was held October 9. She said it was a great event and very successful.

Meeting Adjourned at 8:55 pm

Next Meeting:

November 16th, 7pm at Sherwood Fire Station.